



SMC

SOUTHERN MISSIONARY COLLEGE

1980-1981 CATALOG

At Your Service

Inquiries by mail or telephone should be directed as follows:

SOUTHERN MISSIONARY COLLEGE

Collegedale, Tennessee 37315

Telephone 396-2111

Area Code 615

ACADEMIC PROGRAMS AND REQUIREMENTS—*Academic Dean,* 396-4005

ADMISSIONS, RECRUITMENT, and RETENTION—*Director of Admissions, Recruitment, and Retention,* 396-4312

ALUMNI ASSOCIATION—396-4246

COLLEGE DEVELOPMENT—*Director of Development,* 396-4388

GENERAL INTEREST—*President,* 396-4000

HOUSING—*Residence Hall Living—Dean of Students,* 396-4232
Married Students' Housing, 396-4233
Men's Residence Hall, 396-4377
Women's Residence Hall, 396-4378

PUBLIC RELATIONS—*Director of Public Relations,* 396-4388

RECORDS—*Director of Records,* 396-4311

STUDENT FINANCE—*Director of Student Finance,* 396-4322

Although overnight accommodations are limited, parents and other friends of Southern Missionary College are cordially invited to visit the campus. The Recruitment Office will gladly arrange for you to see the college facilities and visit classes or other activities. Administrative offices are open from 9:00 a.m. to 12:00 noon, Monday through Friday, and 1:00-4:00 p.m., Monday through Thursday.

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NOT TO BE TAKEN
FROM LIBRARY

Catalog of SOUTHERN MISSIONARY COLLEGE



COLLEGE DALE, TENNESSEE 37315

SMC welcomes applications from students regardless of race, sex, religion, color, or national origin whose principles and interests are in harmony with the ideals and traditions of the College as expressed in its objectives and policies.

McKEE LIBRARY
Southern Missionary College
Collegedale, Tennessee 37315

Academic Calendar

SUMMER SESSION, 1980

The SMC summer term consists of four four-week sessions. A student may register for the first, third and fourth sessions at any time during the two weeks immediately preceding the session or on the first day of the session. Registration for the second session will be held from 2:00 p.m. to 5:00 p.m. on the Sunday before the first day of classes.

1. No class may be added after the third day of classes of a session.
2. No tuition will be refunded for withdrawals after the first week of a session.
3. Withdrawals during the first two weeks of a session receive a W, during the third week a W or WF, and during the fourth week an F.

MAY

- 5 First Session Classes Begin
- 30 End of First Session

JUNE

- 1 Registration for Second Session, 2:00-5:00 p.m.
- 2 Second Session Classes Begin
- 27 End of Second Session
- 30 Third Session Classes Begin

JULY

- 25 End of Third Session
- 28 Fourth Session Classes Begin

AUGUST

- 22 End of Fourth Session

FALL SEMESTER, 1980

AUGUST

- 21, 22 ACT and CLEP Tests
- 24 Freshman Registration and Orientation, 1:30 p.m.
- 25, 26 Registration
- 27 Classes Begin
- 29 Late Registration Fee Applies

SEPTEMBER

- 3 \$5 Fee for Each Change of Class Program
- 10 Last Day to Add Classes
- 17 Last Day to Drop Classes and Receive Any Tuition Refund

OCTOBER

- 16 Mid-Semester
- 24-25 Alumni Homecoming

NOVEMBER

- 26-30 Thanksgiving Vacation

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5367
A16
1980-
1981
DECEMBER

- 14-18 Semester Exams
- 18 Commencement
- 19 - Jan. 4 Christmas Vacation

SPRING SEMESTER, 1981

JANUARY

- 5, 6 Registration
- 7 Classes Begin
- 7 Late Registration Fee Applies
- 14 \$5 Fee for Each Change of Class Program
- 21 Last Day to Add Classes
- 28 Last Day to Drop Classes and Receive Any Tuition Refund
- Career Days

FEBRUARY

- 26 Mid-Semester
- 26 - Mar. 3 Spring Vacation

MARCH

- 4 Classes Begin

APRIL

- 12-13 College Days
- 27-30 Semester Exams

MAY

- 1-3 Commencement

SUMMER SESSION, 1981

MAY

- 3 Classes Begin
- 29 End of First Session
- 31 Registration for Second Session, 2:00-5:00 p.m.

JUNE

- 1 Second Session Classes Begin
- 26 End of Second Session
- 29 Third Session Classes Begin

JULY

- 24 End of Third Session
- 27 Fourth Session Classes Begin

AUGUST

- 21 End of Fourth Session

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THIS IS SOUTHERN MISSIONARY COLLEGE

I. DESCRIPTION

Southern Missionary College is a private four-year multi-purpose coeducational college, owned and operated by the Seventh-day Adventist Church,* providing education in liberal arts, professional, and vocational curricula. Through a series of opportunities provided within and outside the classroom, Southern Missionary College seeks to encourage the acquisition of many additional values held by the Seventh-day Adventist Church.

II. STATEMENT OF EDUCATIONAL PHILOSOPHY

Seventh-day Adventists recognize that God is not only the Creator and Sustainer of the earth and the entire universe but also the source of knowledge and wisdom. Although many values common to classical and modern humanism are accepted at Southern Missionary College, it is held that these secular values are reflections of the mind of the Creator, the Author of all truth, transcending both space and time.

In His image God created man perfect—sufficient to have stood, though free to fall. Because of sin, this man who bore a likeness to his Creator in his physical, mental, and spiritual nature has become separated from God, losing most of his similarity to his Maker.

To restore in man the image of his Creator—to promote the development of body, mind, and soul that the divine purpose in his creation might be realized—is the object of Christian education, the great object of life.

Believing man to be God's crowning act of creation, Seventh-day Adventists accept as reality the Biblical concept of man's body as the temple of God. Consequently, principles of health are emphasized that the student may effectively carry out God's purpose, that he may respect the paramount work of the Creator, and that he may live the rewarding and abundant life promised in the Scriptures to those who do His will.

Another aspect of having been created in the image of God is that every human being is endowed with a power akin to that of the Creator—the power to think and to do. It is the work of true education to develop this power, to train youth to be thinkers and not mere reflectors of other

*The College is operated by the Southern Union Conference of Seventh-day Adventists, which is comprised of the churches in the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

men's thoughts; it is the purpose of this College to send forth men and women who possess breadth of mind, clearness of thought, and courage of conviction.

Seventh-day Adventists believe that knowledge of a personal God can never be derived by human reason alone, but that God has communicated His nature, purposes, and plans through divine revelation. They further believe that the Bible—both Old and New Testaments—was given by inspiration of God, contains a revelation of His will to men, and constitutes the only unerring rule of faith and practice. The purpose of Christian education is to assist the students in knowing and doing, with Christ's help, the will of God more perfectly. Only through Christ can man be restored fully as he was created in the image of God.

Our educational philosophy is, then, that true education means more than the pursual of a certain course of study or a preparation for the life that is now. It encompasses the whole being and the whole period of existence possible to man. It is the harmonious development of the physical, mental, social, and spiritual powers, preparing the student for the joy of service in this world and in the world to come.

III. STATEMENT OF OBJECTIVES

A. It is the objective of Southern Missionary College to provide curricular and co-curricular activities to prepare creative and dedicated leaders to advance the program of the Seventh-day Adventist Church.

B. It is the objective of Southern Missionary College to provide experiences which will enable the student to:

Become a balanced individual through the harmonious development of his physical, social, mental, and spiritual faculties.

Determine the basic purpose for his life.

Determine his goals and values and establish his priorities.

Appreciate himself as a unique person while cultivating a sensitivity for the dignity and rights of others.

Acquire a sense of individual responsibility and resourcefulness.

Adopt principles of healthful living, including a balance in diet, physical exercise, adequate rest, and the abstinence from alcohol, tobacco, amphetamines, barbiturates, hallucinogens, narcotics, and other substances or practices harmful to his well being.

Develop emotional maturity as well as physical health in an atmosphere of Christian fellowship and security marked by acceptance, personal concern, and love.

Prepare for contributions to mankind through employment in one or more of the various occupational pursuits.

Learn the value of and receive satisfaction from service to others.

Recognize and accept the principle that value in service be given in exchange for wages.

Learn respect for the dignity of manual labor.

Augment formal instruction with on-the-job training and actual supervised work experience in order to prepare for service in occupational fields as well as to provide means of financial support.

Learn to work well with other people.

Develop wholesome social relationships from the casual and temporary to the close and permanent.

Gain respect for the democratic decision-making processes.

Acquire knowledge and skills—through listening, reading, observing, and discussing for effective participation in democratic processes—to participate constructively in civic and community activities.

Understand and appreciate the world in which he lives through the acquisition of information pertaining to the common heritage in the arts and sciences.

Develop intellectual curiosity, reflective thinking, and the desire to achieve his potential in the search for truth.

Foster an appreciation for that which is elevating and beautiful—particularly God's handiwork in nature and the best in the fine arts.

Gain an understanding of the natural environment, realize the dangers threatening this environment, and assist in its preservation. Develop and exercise creativity in thought and action.

Gain a knowledge of, appreciation of, and opportunity for commitment to God's redemptive plan for man through Jesus Christ as taught from the Bible by Seventh-day Adventists.

Understand and appreciate a Christian value system, allowing it to so permeate his life as to form the primary basis for decision-making under any circumstances at any time.

Participate actively as a responsible Christian citizen in the program of the Seventh-day Adventist Church.

C. It is the objective of Southern Missionary College to provide cultural, informational, instructional, and religious resources and services for the community.

This Is SMC

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HISTORY

In 1892 the educational venture that developed into Southern Missionary College had its beginning in the Seventh-day Adventist Church in the small village of Graysville, Tennessee. The school became known as Graysville Academy. In 1896 the name was changed to Southern Industrial School and five years later to Southern Training School.

In 1916, because of limited acreage available for further expansion of plant facilities, the school was moved to the Thatcher farm in Hamilton County, Tennessee. The name "Collegedale" was given to the anticipated community. At its new location the school opened as Southern Junior College and continued as such until 1944 when it achieved senior college status and the name was changed to Southern Missionary College. Through the ensuing years the College has become known to its alumni and friends as SMC.

SETTING

SMC is unique in its location. The main campus is nestled in the pleasing Collegedale valley, surrounded by over one thousand acres of school property. The quietness and beauty of its peaceful surroundings is in keeping with the educational philosophy of its governing organization.

The community and campus post office address is Collegedale which is located eighteen miles northeast of Chattanooga and three miles from Ooltewah off Interstate Highway 75 (formerly U.S. 11 and 64). A bus service operated by the CARTA Line serves the college campus.

The Orlando campus, situated in Florida's "City Beautiful" at the Florida Hospital, provides additional clinical facilities for the baccalaureate program of the Division of Nursing.

ACCREDITATION AND MEMBERSHIPS

SMC is accredited by the Southern Association of Colleges and Schools and is approved by the Tennessee State Board of Education for the preparation of secondary, elementary, and early childhood teachers.

The curricula of both the Associate of Science degree program and the Bachelor of Science degree program in nursing, including Public Health Nursing, are accredited by the National League of Nursing as surveyed by the Collegiate Board of Review. The Division of Nursing is an agency member of the Department of Baccalaureate and Higher Degree Programs of the Division of Nursing Education of the National League for Nursing. It is also accredited by the Tennessee Board of Nursing and is recognized by the Florida State Board of Nursing.

The College is accredited by the Seventh-day Adventist Board of Regents and is a member of the Association of American Colleges, the American Council on Education, the Tennessee College Association, the

American Association of Colleges for Teacher Education, the National Council of Accreditation for Teacher Education (NCATE), and the National Association for Schools of Music.

ACADEMIC PROGRAM

The academic program consists of ten divisions offering thirty-six majors and thirty-four minors in which students may qualify for the baccalaureate degree. Students may pursue programs of study leading to the Bachelor of Arts, Bachelor of Science, and Bachelor of Music degrees. Various pre-professional and terminal curricula are available to students wishing to qualify for admission to professional school and to those wishing to take a two-year terminal program of a technical or vocational nature.

THE FACULTY

The faculty determines the quality of the academic program. A commitment to learning enables SMC teachers to keep abreast of new knowledge in their respective fields and to discover through research the pleasure of exploring those areas of knowledge yet unknown.

The aim of the College is to achieve a closeness between teacher and student which will encourage the student to expand his interests and deepen his learning experiences by chatting informally with his instructors in the offices or on the campus. The faculty consists of well-trained men and women devoted to teaching and academic advising in their areas of specialization.

SMC STUDENTS

Approximately sixty percent of the students of SMC come from the eight states comprising the Southern Union Conference of Seventh-day Adventists. However, most of the additional states and 25-30 foreign countries are also represented. Generally, the student group is fairly equally divided between men and women.

Former SMC students are now serving in the ministerial, teaching, medical, and other services of the Seventh-day Adventist Church at home and abroad. Others are engaged in advanced study, business pursuits, government service, research activities, private and institutional medical services, and the teaching professions on all levels.

FACILITIES

Auxiliary and Vocational Buildings—The auxiliary and vocational buildings include the College Press, Engineering/Maintenance, Laundry, Broom Shop, Bakery, Nursery, and Grounds.



Hackman Hall

Collegedale Academy—This building contains all the facilities for operating the day program of the secondary laboratory school. The academy serves commuting students from Hamilton and Bradley Counties.

Collegedale Church—The Collegedale church, completed in the fall of 1965, is the spiritual home of the students and faculty of Southern Missionary College and the residents of the local community. Of modern architecture, the church seats approximately 1,800 in the main sanctuary and has Sabbath School rooms for the children's divisions and offices for the pastoral staff.

College Plaza—The beautiful College Plaza Shopping Center, completed in the spring of 1963, and added to in 1971, contains the Village Market, Campus Shop, Campus Kitchen, Collegedale Interiors, Georgia-Cumberland Conference Branch Book and Bible House, Washateria, Hair Designer, Collegedale Credit Union, Collegedale Insurance, U.S. Post Office, a modern service station, a bank, and other office space.

Computer Center—Southern Missionary College has an HP 3000 Series III computer system which is used for administrative and academic data processing. Several microcomputers are used for special purposes in various places on campus.

Academic use of computers includes support of specific computer courses as well as business, mathematics, and other courses where computers are needed. Students are encouraged to go beyond their course work in the use of computers, as many skills in this field can be acquired without formal classwork. A laboratory is maintained in Daniells Hall with terminals for student access. Reasonable amounts of computer time and space are available to students without charge.

Administrative uses of computers include Admissions, Student Finance, and Accounting—all of which have their own terminals for direct access to the computer.

Daniells Hall—Formerly the college library, Daniells Hall was renovated in 1970 to accommodate the Division of Mathematical Sciences.

Hackman Hall—Earl F. Hackman Hall, modern in arrangement and appointments, a commodious, two-story, fireproof building, contains various well-equipped lecture rooms and laboratories of the Division of Natural Science. The first phase of this building was completed in 1951. An addition, comparable in size to the first unit, was completed in 1961.

Mazie Herin Hall—To serve the needs of the Division of Nursing this building was completed in the summer of 1975, and financed by the Committee of 100. The building comprises offices, classrooms, conference rooms, and a skills laboratory.

Jones Hall—First occupied in 1917-18 as the women's residence hall, the top floors are still used as an overflow dormitory for men. The basement and first floor houses Art and English classrooms and offices for the English staff.

Ledford Hall—This modern, well-equipped Industrial Arts facility, completed in the summer of 1964, was a gift of the McKee Baking Company. The one-story brick structure contains teacher offices, a classroom, and auto mechanics area, welding, drafting, machine shop, and printing laboratories.

Lynn Wood Hall—This instructional building, named in honor of Dr. Lynn Wood, president of the College from 1918-1922, is a three-story structure, housing teachers' offices and classroom facilities.

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This Is SMC

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McKee Library—Completed in 1970, the McKee Library embodies the spirit of culture and learning. It is built to accommodate 300,000 volumes and will seat more than 600 students, most of them in individual carrels. The Lincoln-Civil War Room featuring the Thomas Memorial Collection has 3,300 sources on Abraham Lincoln and the Civil War.

Miller Hall—The Harold A. Miller Hall, completed in 1954, houses the Division of Music. This two-story, fireproof building provides studios, practice rooms, and an auditorium equipped with a Baldwin grand piano and a Schantz pipe organ installed in 1962. The building was named in honor of Harold A. Miller, who for many years headed the Music Department.

Physical Education Building—This facility, made possible by the Committee of 100 for the development of Southern Missionary College, incorporates the latest advancements in design and equipment. It contains a large gymnasium with three basketball courts, racketball courts, a classroom, teacher offices, shower facilities, and a fully enclosed Olympic-size swimming pool. The pool was built when students raised \$30,000 in a special campaign to finance the project.

Spalding Elementary School—This modern two-story elementary school is named for Arthur W. Spalding. The fourteen classrooms

McKee Library



(grades 1-8), gymnasium-auditorium, media center, and vocational laboratories serve as a vital part of a teacher training program and in the education of the boys and girls residing in Collegedale.

Student Apartments—The College maintains a number of housing units as well as a trailer park for married students. Additional facilities are available in the community.

Student Center—This building houses teachers' offices and classrooms on the first floor and the cafeteria on the second floor. On the third floor are located Student Association offices, a formal and an informal lounge, the Chaplain's office, and the testing and counseling center.

Summerour Hall—Completed in the fall of 1971, this modern two-story structure houses the Division of Education and Human Sciences. Facilities include psychology, foods, and sewing laboratories, a child development center, classrooms, and an auditorium seating 126 persons.

Talge Hall—Formerly the women's residence hall, this building has been converted to accommodate approximately 510 men. This modern, fireproof structure was completed in 1961 to house 275 students. In 1964 and 1976 new wings were completed to house an additional 235 students. The spacious and beautiful chapel with adjoining prayer rooms, the parlors, and the kitchenette are but a few of the attractive features which provide for enjoyable and comfortable living.

Thatcher Hall—Thatcher Hall provides facilities for 750 women. This three-story building is carpeted and air conditioned throughout with a bath between each two student rooms.

Wright Hall—Completed in the spring of 1967, this facility houses all the major administrative offices. Academic, business, and student personnel offices are located in the two-story colonial structure.

WSMC-FM—WSMC-FM is a 100,000 watt, stereo, non-commercial educational radio station with studios located in Lynn Wood Hall. Two control rooms, studios, record library, and offices make the station adequate for diversified radio programming and production.

The Harris 20-kilowatt transmitter and the 200-foot tower carrying the ten bay circularly polarized antenna system are located on White Oak Mountain some three miles south of the campus. The range of the station signal varies from a rough circle of seventy miles to thrusts up to two hundred miles in directions particularly favorable to transmission.



STUDENT LIFE AND SERVICES

A college is not only classroom instruction, but also a mode of association. The effectiveness of the college program is enhanced if students choose to develop their particular interests and to meet their needs through significant participation in the non-academic activities provided. Advisers are available to give counsel and direction in planning the total college program. Students are encouraged to take advantage of the facilities and opportunities planned for their cultural, social, and spiritual growth.

RESIDENCE HALL LIVING

Living in a college residence hall with its daily and inevitable "give and take" prepares the student to meet the vicissitudes of life with equanimity, teaches respect for the rights and opinions of others, and affords a first hand experience in adjusting to a social group.

To assure students this beneficial experience, the College requires those students who take more than three semester hours of classwork and who are unmarried and not living with their parents or other close relatives in the vicinity to reside in one of the residence halls.

REHABILITATION ACT (1973) Section 504: Services for Students with Special Needs

Southern Missionary College is dedicated to the elimination of architectural and prejudicial barriers which prevent any qualified person from attending. The College encourages all applicants even though some applicants may anticipate the need for special services. Such students are encouraged to visit the campus for an interview and a tour of

the campus. Campus appointments are arranged through the Admissions Office. At the time of the visit the applicant will receive information concerning all features of campus life, and at this time the applicant can share with the college officials any information pertinent to personal needs.

DINING

For the promotion of student health and simultaneous cultural development, SMC provides a complete cafeteria service, organized to serve the student's schedule with utmost consideration. Service by the cafeteria staff is available for the many student and faculty social functions of the school year.

The modern decor of the spacious dining hall makes it an inviting center of the social and cultural life of the College. Auxiliary dining rooms are available for meetings of various student or faculty organizations.

HEALTH SERVICE

The Health Service is administered by a nurse director in cooperation with a college physician and the Dean of Students. The director uses the physician's standing orders and maintains regular office hours. The college physician holds regular clinic hours each week-day morning.

A thirteen-bed infirmary is provided and staffed in the evenings and at night on an on-call basis by live-in A.D. nurse graduates who are continuing for the B.S. degree.

The Health Service is available to all dormitory occupants and all students taking eight or more hours (three hours in the summer). The infirmary is available to all dormitory occupants. There is no charge for seeing a nurse or using the infirmary. There is a minimal charge to cover costs of equipment used in some treatments. Medications given are charged by the pharmacy.

All students taking eight hours or more are covered under the Student Accident and Sickness Insurance Plan. Spouses of students and those taking less than eight hours may purchase the plan. A policy brochure describing complete benefits and terms is given to each student at registration. In case of major illness, students may be referred to off-campus hospital facilities.

Prior to acceptance, all new and transfer students are required to submit a fully completed Personal Health Assessment record on the form which is sent with the application.

GUIDANCE AND COUNSELING SERVICE

During registration each student is assigned a curriculum adviser to assist in program planning. Throughout the school year the curriculum

Student Life and Services

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adviser will be available to give advice and guidance on academic questions.

Although curriculum advisers may be consulted on questions and problems other than academic ones, students are invited to seek counsel from any member of the faculty. Personal problems will be given thoughtful consideration. Members of the faculty deem it a privilege to discuss with the student great principles, concepts, and ideas in an atmosphere of informality and friendliness. Students are urged to become personally acquainted with as many members of the faculty as possible.

Students with personal problems who wish assistance from a professional counselor should consult the Dean of Students or Director of Counseling Services. Personnel trained in psychology and counseling are available to those with serious social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and counselors. Students are urged to take advantage of the testing service as a means of obtaining information useful in choosing a profession or occupation.

ORIENTATION PROGRAM

SMC has a personal interest in the success of the student desiring a college education. There is much that the student must do for himself in getting acquainted with the academic, social, and religious life of the College by perusing this CATALOG and the *SMC Student Handbook*. Instruction and counsel are given which will help the student better understand the college program and what is expected of him as a citizen of the college community.

Orientation for new freshman students is held prior to the opening week of the fall term. It includes examinations and instruction helpful in course planning. The student is introduced to the facilities, purposes, and functions of the College. Social occasions are also provided when students may meet faculty members and fellow students. All new freshman students are required to attend the orientation program.

STUDENT EMPLOYMENT SERVICE

The College operates a variety of commercial and service auxiliaries where students may obtain part-time employment to defray a portion of their school expenses. Opportunities to engage in productive and useful labor can help to develop character traits of industry, dependability, initiative, and thrift. Students may also take advantage of these employment opportunities to acquire vocational skills. The Director of Student Finance should be contacted by those students seeking employment.

Students who accept employment assignments are expected to meet all work appointments with punctuality. To be absent from work appointments without cause or previous arrangement or notification of illness is sufficient reason for discharge. Students accepting employment by the College are required to maintain their work schedule during the entire semester, including examination week.

Residence hall students may not secure off-campus employment without permission from the Dean of Students.

SENIOR PLACEMENT SERVICE

One of the personnel services of the College is that of assisting graduates in securing appointments for service. The Placement Service distributes information concerning senior students to a wide list of prospective employers. The Dean of Students serves as the liaison officer in bringing graduate and employer together.

STUDENT ASSOCIATION

Every student at SMC who is taking eight or more semester hours of classwork is a member of the Student Association with voting privileges in the election of officers. Opportunities for leadership development and for cooperation in achieving the objectives of SMC are afforded by the Association. The Association assists the College administration and faculty in the implementation of policies and assumes responsibility in giving direction to campus activities entrusted to it.

The Association's activities are coordinated and communicated through the Student Senate and Cabinet and their several committees. The activities include the publishing of the weekly newspaper, *Southern Accent*; the yearbook, *Southern Memories*; the announcement sheet, *Campus Chatter*; and the student-faculty directory, *Joker*.

The activities and responsibilities of officers and the detailed organization of the Student Association are outlined in the *Student Association Constitution and By-laws*.

CAMPUS ORGANIZATIONS

Aside from the Student Association and its committees, more than thirty campus organizations provide opportunity for leadership training. They may be classified under four divisions: church-related organizations, social clubs, professional clubs, and special interest or hobby clubs.

The church-related organizations are the Campus Ministry, Ministerial Seminar, Collegiate Adventists for Better Living, and Literature Evangelist Club.

Student Life and Services

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Clubs related to academic interests are organized by the faculty of the College under the sponsorship of division heads.

The social clubs are organized according to place of residence. These are the Married Couples' Forum; Upsilon Delta Phi, the men's club; and Sigma Theta Chi, the women's club.

CONCERT-LECTURE SERIES

Each year students have the privilege of attending a concert-lecture series featuring distinguished artists, lecturers, and film travelogues. These programs are generally scheduled for Saturday or Sunday nights. The cost of season tickets issued to students is partially included in the tuition.

FINE ARTS SERIES

To cultivate an appreciation for that which is elevating and beautiful in the fine arts, evening concerts by visiting musicians are sponsored by the Division of Music. Art exhibits by prominent artists are displayed in the McKee Library and in the Student Center and are open to the public.

STANDARDS OF CONDUCT

In harmony with the objectives of the College, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity delight in standards that elevate and ennoble. Admission to SMC is a privilege that requires the acceptance of and compliance with published and announced regulations. Only those whose principles and interests are in harmony with the ideals of the College and who willingly subscribe to the social program as ordered are welcomed.

A student who finds himself out of harmony with the social policies of the College, who is uncooperative, and whose attitudes give evidence of an unresponsive nature may be advised to withdraw without specific charge. The use of tobacco or alcoholic beverages, the improper use of drugs, theatre attendance, card playing, dancing, profane or vulgar language, hazing, and improper associations are not tolerated.

Each student is expected to acquaint himself with the standards of conduct published in the SMC Student Handbook. The handbook includes levels of social discipline and the appeal route. A copy may be obtained from the Dean of Student Affairs. Interim announcements of policies adopted by the faculty are of equal force with those listed in official publications.

CHAPEL AND WORSHIP SERVICES

In private parochial education it has been well known that elimination of residence halls convocations and all school convocations is the first

step toward the separation of the school from its sponsoring church. Convocation exercises in the residence halls and for the entire student body serve educational and religious purposes. They also provide an element of unity which is one of the most desirable features of private education such as is found at Southern Missionary College.

The religious emphasis weeks and the weekend church services assist in the spiritual growth of the students comprising the college community. Students are required to attend these services regularly. Failure to do so will jeopardize the student's current status and readmission privileges.



ADMISSION TO SMC

SMC welcomes applications from students, regardless of race, sex, religion, color, or national origin, whose principles and interests are in harmony with the ideals and traditions of the College as expressed in its objectives and policies. Although religious affiliation is not a requirement for admission, all students are expected to abide by the policies and standards of the College as a Seventh-day Adventist institution.

PROFICIENCY IN ENGLISH

All class work at Southern Missionary College is done in English. Applicants whose mother tongue is other than English will be asked to take an English proficiency test.

Students may arrange for an English Language test within a reasonable distance of any place in the world from where applications can be expected. Satisfactory scores on the TOEFL (Test of English as a Foreign Language) or other recognized tests are also accepted. Regardless of tests taken abroad, students may be retested after arrival at Southern Missionary College. Students whose test scores do not meet minimum standards will be required to enroll for the Basic American English courses.

PREPARATION FOR FRESHMAN STANDING¹

Applicants for regular admission as freshmen must have satisfied one of the following three conditions by the time of enrollment:

- A. Graduate from an approved secondary school, including the Home Study Institute with a grade point average of at least 2.00 in major subjects.²
- B. Pass the General Education Development (GED) test and be at least eighteen years old by June 1 (prior to admission).
- C. Complete a minimum of eighteen secondary school units, fourteen of which must be in major subjects², with a minimum grade point average of 3.00 in the major subjects.

Applicants meeting none of these conditions will be considered on an individual basis.

¹Those planning to enter professions such as Nursing or Music Education should consult divisional admissions requirements.

²Bible, English, Mathematics, Natural Science, Social Science, and Foreign Language.

It is expected that applicants for freshmen standing will have included the following subjects in their secondary program:

1. Three units of English, excluding journalism and speech.
2. Two units of mathematics, including algebra.
3. Two units of science. A college class in biology, chemistry, or physics in addition to general education requirements must be taken if this condition is not met.
4. Two units of social studies. If one of these two units is not World History, HIST 174, 175, 364, 365, 374, 375, 376, 377, or 378 must be taken as part of the general education requirements.

Two secondary school units in a foreign language and one in typing are strongly recommended.

ADMISSION TO THE NURSING DIVISION

Students who wish to be admitted to nursing courses as freshmen or as transfers should refer to the Nursing section of the CATALOG for admission requirements.

ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to SMC from another accredited college or university must follow the same application procedure as other students. Transfer credits may be applied toward the requirements for a degree when the student has satisfactorily completed a minimum of twelve semester hours in residence. Credit by examination taken at other colleges will be accepted according to Southern Missionary College standards (see pages 37 and 38). A maximum of seventy-two semester hours may be accepted from a junior college. Background deficiencies revealed by transcripts and entrance examinations will be given individual attention. Students transferring from non-accredited institutions of higher education are given conditional status until the level of their academic performance in residence warrants promotion to regular status. Grades of less than "C" from such institutions will not be accepted toward meeting graduation requirements. A student who has been dismissed from another institution because of poor scholarship or citizenship or who is on probation from that institution is not generally eligible for admission until he can qualify for readmission to the institution from which he has been dismissed.

ADMISSION OF SPECIAL STUDENTS

Mature individuals who do not meet the above college admission requirements and who do not wish to become degree candidates or otherwise-qualified students who may desire limited credit for transfer to another institution of higher learning may register as special students.

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APPLICATION PROCEDURE FOR ADMISSION

- ▶ Prospective students should request application forms from the Office of Admissions and Records.
- ▶ Completed applications, budget sheets, and medical forms should be returned to the Office of Admissions and Records with the application fee of \$15. This fee is \$15 if the application is received at least six weeks before the beginning of the semester. After that the fee is \$20.
- ▶ It is the student's responsibility to request his former schools (high school and college) to forward his transcripts to the Office of Admissions and Records in support of his application. These will become the property of the College. **NO TRANSCRIPT WILL BE ACCEPTED DIRECTLY FROM AN APPLICANT.**
- ▶ To permit a more effective program of counseling for admission, applicants who have earned fewer than twelve semester hours must submit scores from the American College Testing program (ACT). Test scores are valuable in determining ability to pursue a college program and in discovering areas in which the student may be deficient.
- ▶ Upon receipt of the application, transcripts of credits, recommendations, and test scores, the Admissions Committee will notify the applicant of the action taken.

WHEN TO APPLY OR REAPPLY

New students are urged to submit applications not later than the last term of the senior year of high school. Applications submitted at the beginning of the senior year will sometimes enable the College to suggest ways of strengthening the student's preparation. Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.

Students in residence may submit re-applications without charge until March 31. Thereafter the regular application fee of \$15 will be required until July 15, after which the fee becomes \$20.

PROGRAMS OF STUDY DEGREES AND CURRICULA

The Christian liberal education at SMC is primarily concerned with the character and the intellect. SMC attempts to provide the atmosphere and conditions under which both can be discovered and nurtured to maturity. In essence, it seeks to:

- ▶ Engender a considered sense of judgment and values involving commitments to moral positions based on Christian philosophy, religion, and experience.
- ▶ Liberate the individual human mind to encourage the discovery and acquisition of truth.
- ▶ Reveal that education is both discipline and delight and that meaningful, lasting benefits flow from men and women who have become involved in the pleasures of learning.
- ▶ Provide knowledge of classified facts pertaining to man's relationship to his physical and social universe.
- ▶ Develop basic abilities and skills that are widely transferable and needed in nearly all of man's pursuits. To understand people, to be able to organize and communicate effectively, and to possess a will to follow through with the assigned task at hand are all essential tools for successful living.

PLANNING A COURSE OF STUDY

When planning for college, the student should consider in detail the course of study desired as a preparation for a specific profession or occupation. It is not always necessary to have made firm decisions about the choice of one's life work before entering college. Some students prefer to take a general program of education during the freshman year while exploring several fields of knowledge. This approach need not result in loss of credits if carefully planned.

Students planning to teach should consult the Division of Education and Human Sciences so as to include courses in teacher education as a part of their program of study in order to qualify for denominational and state certification.

The programs of study and the over-all graduation requirements outlined in this CATALOG should be seriously considered by students in

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advance of registration. After careful study of the desired program, the student should consult his faculty advisor. If convenient, freshman students may wish to consult faculty advisors during the summer months prior to the beginning of the fall term.

The College offers programs of study leading to the Bachelor of Arts, Bachelor of Science, Bachelor of Music Education, and Associate of Science degrees, various pre-professional curricula, and, in addition, several one-year occupational certificate programs.

GENERAL DEGREE REQUIREMENTS

The general degree requirements for a baccalaureate degree are as follows:

- ▶ Satisfactory make-up of admissions deficiencies. (See page 16).
- ▶ A minimum of 124 semester hours including 40 hours of upper division credits, with at least 14 upper division credits in the major and 6 in the minor, and a resident and cumulative grade point average of 2.00 (C) or above.* Students receiving the Bachelor of Science degree in Nursing or the Bachelor of Music Education degree will need 128 semester hours.
- ▶ Completion of a major and minor (two majors accepted), with a cumulative grade point average of 2.25 in the majors*; the general education requirements; and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C-" may not be applied on a major or minor. No course may fulfill the requirements of more than one major and/or minor.
- ▶ Completion of the Undergraduate Assessment Program, Aptitude, Area, and Field or Advanced Tests.
- ▶ Students wishing to obtain a second degree will need to complete, beyond the 124 minimum hours required, (a) a minimum of 30 hours, including 16 hours upper division and (b) a new major.

The general degree requirements for an associate degree are as follows:

- ▶ A minimum of 64 semester hours and a resident and cumulative grade point average of 2.00 (C) or above. Nursing majors need 66 semester hours.
- ▶ Completion of a major with a cumulative grade point average of at least 2.00, the general education requirements, and electives to

*A music major requires a grade point average of 2.25 in applied music and other music courses, calculated separately. Students wishing educational certification must have a grade point average of at least 2.5 in their majors. Elementary education majors must also have a grade point average of at least 2.25 in their composite major.

satisfy the total credit requirements for graduation. Courses completed with grades lower than "C-" may not be applied on a major.

- ▶ Students who have completed one associate degree and who wish to obtain another associate degree may do so upon completion of the curriculum prescribed for the second degree. The work completed for the second degree must include at least 24 hours in residence over and above the number of hours earned for the first degree. If the second associate degree is earned subsequent to the first associate degree, the requirements for the second degree will be governed by the provisions of the CATALOG in effect at the time the student re-enters the College for work toward the second degree.
- ▶ Students who wish to obtain an associate degree at the time they receive a baccalaureate degree may do so if the degrees are in different fields. If requirements for an associate and a baccalaureate degree in the same field are completed at the same time, only the higher degree will be conferred.

ONE-YEAR CERTIFICATE REQUIREMENTS

- ▶ A minimum of 32 semester hours which meet the requirements of a specific one-year program.
- ▶ A resident and cumulative grade point average of 2.00 (C) or above. Grades in the technical area below "C-" will not be accepted.

CLASS STANDING

Freshmen	0-23 semester hours
Sophomores	24-54 semester hours
Juniors	55-93 semester hours
*Seniors	94- semester hours

The class standing for which a student qualifies generally continues through the entire school year. Eligibility for office requires an acceptable scholastic and citizenship record.

* A student may not be classified as a senior until he has filed a formal request with the Office of Records. All candidates for graduation must join the senior class organization and meet the non-academic requirements voted by the class membership.

GRADUATION REQUIREMENTS

Transcripts of correspondence and transfer credits must be received at the Office of Records before the student is allowed to graduate.

Dates of Graduation: The date of graduation will be (a) the date of commencement for those graduating at the close of each semester or (b)

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for others, the last of the month in which graduation requirements are met, with the exception of the month preceding the month in which a commencement exercise is held when the date will be the actual date of the commencement.

Participation in Graduation Exercises: Seniors may participate in the next graduation exercise held following completion of their work. Graduation exercises are scheduled in December and May. Students completing their work in the summer may participate in the May exercises by permission of the Academic Dean. Requests to do so must be submitted to the Academic Dean by April 1.

In Absentia Policy: Seniors who are enrolled at Southern Missionary College during the semester in which the commencement exercise is held are to be present for the ceremony or an *in absentia* fee of \$30 will be levied.

Deferred Graduation: A student is ordinarily allowed to graduate under the requirements of the CATALOG of the year in which he enters the College or of any subsequent year in which he is in attendance. If a student who is studying for a baccalaureate degree fails to graduate within six calendar years (four years for an associate degree), he must reorganize his degree plan to conform to the current CATALOG. Time spent on active military duty is not considered a part of this allowed time.

RESIDENCE REQUIREMENTS

Baccalaureate Degree: Thirty semester hours of credit must be completed in residence immediately preceding the conferment of the baccalaureate degree. These hours must include 16 upper division, with eight in the major and three in the minor fields.

Associate Degree: Twenty-eight semester hours of credit must be completed in residence immediately preceding the conferment of the associate degree. Sixteen of these hours must be in the major area of study.

Certificate Programs: Eighteen semester hours of credit must be completed in residence immediately preceding the conferment of a one-year certificate.

Transfer Credit: Unless prior arrangements were made with the Academic Dean, the College will not accept transfer credit earned at another college or university during any session the student was simultaneously enrolled at Southern Missionary College.

HONORS

The following honors program has been devised in recognition of quality scholarship and a commitment to learning.

Dean's List. Students who carry a minimum of twelve semester hours and attain a grade point average of 3.50 or above for two consecutive semesters in residence are listed on the official Dean's List.

Honorable Mention. Students who achieve a grade point average of 3.00 or above for a single semester with a minimum course load of twelve hours are given honorable mention.

GRADUATION WITH HONORS

A degree candidate in good and regular standing, having attained an overall grade point average of 3.50 or higher, may have the degree conferred as follows: 3.50-3.74, *cum laude*; 3.75-3.89, *magna cum laude*; and 3.90-4.00, *summa cum laude*.

RESPONSIBILITY OF THE STUDENT

The responsibility for satisfying degree requirements rests with the student. Each student is expected to acquaint himself with the various requirements published in the CATALOG and to plan his course of study accordingly. The student may choose to meet the requirements of any one catalog in effect during the period of residency. If he discontinues for a period of twelve months or more, he must qualify according to a single catalog in force subsequent to his return.

A student may become a degree candidate when he enters upon the school term during which it will be possible to complete all requirements for graduation. Formal application for graduation must be made during the fall registration of the senior year. Students transferring to SMC for the senior year must file a request at the time of registration. All resident candidates must be members of the senior class.

GENERAL EDUCATION

It is an awesome task to distill from the accumulated human experience those stories, histories, thoughts, and skills which can be transmitted in a classroom setting and at the same time contribute maximally and positively to the student's own experience. The choices are many, and competition for inclusion is intensive. Yet degree programs do necessitate a certain amount of structure, and so choices have to be made. Each division is allowed a great deal of freedom in choosing requirements for the major area of specialization. However, the faculty have chosen certain experiences to which they feel all degree candidates should have some exposure. These are known as general education requirements.

Underlying all general education requirements are the basic academic skills of English and mathematics. Proficiency in these skills is essential to the transmission of much of the human experience.

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The faculty of Southern Missionary College chooses without apology the religious experience as fundamental to a correct understanding of all of man's other experiences. That religious experience which is embodied in the teachings of the Seventh-day Adventist Church has been chosen to be transmitted to the students. It is recommended as enabling, enriching, and uplifting.

Because man builds his present and future upon the past, it is necessary that he have historical perspective. A society which allows its members a voice in shaping its political, social, and economic institutions can survive only if these citizens are well versed in man's history and cognizant of man's experiences, past and present, with these institutions.

Language, literature, and the arts give expression to man's thoughts and feelings. Acquaintance with these modes of communication enriches one's life through more effective expression of his own thoughts and feelings and through better understanding and appreciation of the thoughts and feelings of others.

A study of the natural sciences develops in man an inquiring attitude toward his environment. It provides him with empirical and rational methods of inquiry and an awareness of both the potential and limitations of science and technology in solving man's problems.

Social units ranging from the individual through the family, church, communities, and nations exert a tremendous influence upon one's life. A study of those units and the conditions which affect them positively or adversely contributes to one's adjustment within his society and his opportunity to improve both himself and his society.

Creative, practical, and recreational skills provide man with exercise, relaxation, and a sense of well-being and accomplishment. These provide a wholesome and healthy diversion from heavy academic programs and from work responsibilities later in life.

GENERAL EDUCATION REQUIREMENTS

		Semester Hour Requirements			
		Associate Degree		Bachelor's Degree	
		min.-max.	min.-max.	min.-max.	min.-max.
A.	Basic Academic Skills	3-10		3-10	
	1. English	3-6		3-6	
	2. Mathematics	0-4		0-4	
B.	Religion	6-6		12-12	
	1. Biblical Studies	0-6		3-9	
	2. Religion	0-6		3-9	

Semester Hour Requirements

		Associate Degree	Bachelor's Degree
		min.-max.	min.-max.
C.	History, Political and Economic Systems	3-3	9-9
	1. History	3-3	6-6
	2. Political Science	0-0	0-3
	3. Economics	0-0	0-3
D.	Language, Literature, Fine Arts	3-3	9-9
	1. Foreign Languages	0-3	0-4
	2. Literature	0-3	0-3
	3. Music and Art Appreciation	0-3	0-4
	4. Speech	0-3	0-3
E.	Natural Sciences	3-3	6-6
	1. Biology	0-3	0-3
	2. Chemistry	0-3	0-3
	3. Physics	0-3	0-3
F.	Behavioral, Family, Health Sciences	3-3	5-5
	1. Behavioral Science	0-3	0-3
	2. Family Science	0-2	0-2
	3. Health Science	0-2	0-2
G.	Activity Skills	3-3	6-6
	1. Creative Skills	0-2	0-3
	2. Practical Skills	0-2	0-3
	3. Recreational Skills	0-2	0-3
Totals		24-31	51-58

GENERAL EDUCATION CLASSES

Classes meeting general education requirements must be selected from the following groups:

A1. ENGLISH: ENGL 100, 101, 102, 104.

ENGL 100 and 102 must be taken by students whose ACT English standard score is below 16. All other students must take ENGL 101 except those qualifying for ENGL 104, Honors Composition, which meets the English 101 and 102 requirements. Bachelor's degree students who earn a grade of "A-" or better in ENGL 101 are exempt from ENGL 102. Associate degree students must satisfy departmental requirements regarding ENGL 102.

WRITING EMPHASIS CLASSES: All students in bachelor's degree programs must take three upper division writing emphasis

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classes. These classes are identified by a "(W)" following the course name, e.g., History of the South (W), in the divisional course listings. One such class must be in the student's major field and one must be outside the major field.

- A2. MATHEMATICS: MATH 100, 104, 114, 204, 215.
Students whose ACT mathematics standard score is below 16 must take MATH 100. Students whose ACT mathematics standard score is below 22 must take one of the following courses: MATH 104, 114, 204, 215.

No mathematics course is required of students whose ACT mathematics standard score is 22 or above.

All academic skills requirements must be completed before upper division work can be undertaken. This requirement applies to A.S. degrees as well as to B.A. and B.S. degrees. Upper division transfer students will take academic skills requirements concurrently with upper division classes.

- B1. BIBLICAL STUDIES: all RELB courses.
B2. RELIGION: all RELT courses. Transfer students will need three semester hours for each year or part thereof in attendance at an SDA college, with a minimum of six hours.
C1. HISTORY: all HIST courses. Students who have not taken World History in secondary school must take a minimum of three hours from HIST 174, 175, 364, 365, 374, 375, 376, 377, or 378.
C2. POLITICAL AND ECONOMIC SYSTEMS: all PLSC courses.
C3. ECON 224, 225, 324.
D1. FOREIGN LANGUAGES: FREN 101, 102, 211, 212; GRMN 101, 102, 211, 212, 344; SPAN 101, 102, 211, 212, 344; RELL 271, 272, 311, 312, 471, 472.
D2. LITERATURE: all ENGL literature courses except 444, 445; all GRMN and SPAN literature; and INST 304.
D3. MUSIC AND ART APPRECIATION: HMNT 205; MUHL 115, 314, 315; MURE 200 (theology majors only); ART 218, 245, 246, 346.
D4. SPEECH: SPCH 135, 136, 236.
E1. BIOLOGY: BIOL 104, 105, 106, 107, 125, 155, 156, 205, 226, 314, 325.
E2. CHEMISTRY: CHEM 104, 105, 111, 112, 113, 114, 151, 152, 201, 202.
E3. PHYSICS: PHYS 105, 107, 155, 211, 212, 213, 214, 317.
F1. BEHAVIORAL SCIENCE: all PSYC courses except 344; all SOCI courses except 223, 365; SOCW 221, 222; EDUC 316.
F2. FAMILY SCIENCE: HMEC 146, 147, 301, 302, 313, 349; BUAD 128; SOCI 223, 365.

- F3. HEALTH SCIENCE: HLED 173, 203; FDNT 125; NRSG 204.
- G1. CREATIVE SKILLS: all MUPF courses; ART 104, 105, 109, 110, 215, 235, 236, 250, 251; ENGL 314; CRTF 112, 225, 237, 312.
- G2. PRACTICAL SKILLS: ACCT 121, 122; CPTR 101, 125; HMEC 164, 165, 166, 244, 345; FDNT 126, 127, 317; INDS 145, 149, 154, 155, 174, 175, 176, 177, 185, 255, 264, 265, 274, 325; SECR 104, 105, 114, 115, 214, 218; AGRI 105; LIBR 125; all AVIA courses; CRTF 101.
- G3. RECREATIONAL SKILLS: all PEAC courses; PETH 261.

In the list of classes, those meeting general education requirements are indicated by group numbers, e.g. **Human Biology (E-1)**.

MAJOR AND MINOR REQUIREMENTS

The College offers thirty-six majors and thirty-four minors for students wishing to qualify for a baccalaureate degree. Minors are offered in Applied Theology, Biblical Greek, Communication Media, Computer Science, Fields Related to English Education, Foods and Food Service, History for Religion Majors, Journalism, Library Science, Family Studies, Psychology, Sociology, and Speech, as well as in most major fields of study listed under the degree programs. Each major for a baccalaureate degree consists of thirty hours or more in the chosen field of specialization of which a minimum of fourteen must be upper division credit. The total of semester hours required for each major for the Bachelor of Science and Bachelor of Music degrees varies with the field of specialization chosen.

All minors consist of eighteen semester hours. Six hours of a minor must be upper division credit.

The specific requirements for majors and minors are given under the respective departments in the section "Divisions and Courses of Instruction." No class may fulfill both major and minor requirements.

BACHELOR DEGREE PROGRAMS

Sixteen majors for the Bachelor of Arts degree are offered:

Art	International Studies
Biology	Mathematics
Chemistry	Music
Communication	Physics
English	Psychology
German	Religion
Health, Physical Education and Recreation	Spanish
History	Theology

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Eighteen majors for the Bachelor of Science degree are offered:

Accounting	Home Economics
Behavioral Science	Industrial Education
Business Education	Long-Term Health Care
Biology	Management
Chemistry	Mathematics
Communication Design	Medical Science
Computer Science	Medical Technology
Elementary Education	Nursing
Health Science	Physics

The Bachelor of Music degree is available to students planning to major in music with special emphasis in music education. The detailed requirements for this professional degree are outlined under the Division of Music in the section "Divisions and Courses of Instruction."

ASSOCIATE DEGREE PROGRAMS

Southern Missionary College offers the following ten associate degrees:

Accounting	Home Economics
Art	Industrial Technology
Computer Science	Media Technology
Construction Technology	Nursing
Food Service and Bakery Management	Office Administration

Complete details of course requirements for the associate degrees are outlined in the descriptions in the CATALOG section "Divisions and Courses of Instruction."

ONE-YEAR CERTIFICATE PROGRAMS

The College has one-year certificate programs in the following areas:

- Auto Body Repair (Industrial Education)
- Clerical Skills (Office Administration)
- Food Service Technology (Home Economics)

Requirements for these programs are given in the appropriate divisional sections of this CATALOG.

PRE-PROFESSIONAL CURRICULA

SMC offers pre-professional and pre-technical programs in a wide variety of fields which may prepare students for admission to profes-

sional schools or to enter upon technical careers. Below are listed the pre-professional curricula most frequently chosen by students.

Anesthesia	Occupational Therapy
Dental Hygiene	Optometry
Dentistry	Osteopathic Medicine
Dietetics	Pharmacy
Engineering	Physical Therapy
Law	Public Health Science
Medical Record	Radiology Technology
Administration	Respiratory Therapy
Medicine	Veterinary Medicine

Pre-professional and technical admission requirements may vary from one professional school to another. The student is, therefore, advised to become acquainted with the admission requirements of the chosen school.

Detailed requirements for the pre-professional curricula are outlined in the section on "Pre-Professional Curricula."

PURPOSE OF GENERAL EDUCATION

It is the purpose of general education to provide the student with a capability for critical thinking and a knowledge of his cultural heritage and spiritual, physical and social environment. The student's health, labor and recreation are covered in both theoretical and practical courses. Thus, all degree candidates are required to select certain general education courses as a part of the total education program. It is expected that every student will take courses in Religion and English during the freshman year. **Forty hours of lower biennium work must be completed before a student is admitted to upper biennium classes.** Any divergence from the general education program is outlined under the specific major requirements.



ACADEMIC INFORMATION

REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. The registration process is complete only after all procedures have been met and registration forms are returned to the Office of Records. Freshmen are required to participate in the orientation activities.

Late Registration. Permission to register late must be obtained from the Director of Admissions and Records. Students failing to register during the scheduled registration periods will be assessed a late registration fee of \$20.00. The course load of a late registrant will be reduced by one to two semester hours for each expired week of instruction. No student should expect to register after two weeks of the semester have elapsed.

Changes in Registration. To avoid changes in registration the student should carefully consider the program of courses necessary to meet his objectives. To avoid subsequent adjustments, a balance should be maintained between the course load, work program, and extra-curricular activities.

To effect a change in courses, the student must obtain the appropriate change of registration voucher at the Office of Records. After having the proposed change of program approved, the student must return the form to the Office of Records. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Office of Records. A fee of \$5.00 will be assessed for each change in the course program following the first week of instruction.

A student may not change from one course section to another without the approval of the instructor and the Director of Records.

A student may withdraw from a class up to two weeks after mid-term and receive a grade of "W" automatically. A student withdrawing from a class after that up to two weeks before the last day of classes will be assigned a grade of "W" or "WF" by the teacher. The grade for any withdrawal after that will automatically be "F."

Auditing Courses. With the approval of the division, a student may register on an audit basis in courses (other than private lessons) for which he is qualified. Auditors are to be admitted to classes of limited enrollment only if there are places after all students who wish to enroll for credit have been accommodated. Class attendance is expected but examinations and reports may be omitted. With the approval of the instructor, a student may change a course registration from audit to credit or from credit to audit during the first week of instruction only. No credit is given for courses audited, and the fee is one-half of the regular tuition charge.

COURSE LOAD

College courses are expressed in semester hours at Southern Missionary College. A semester hour consists of one fifty-minute class period per week for one semester. Thus, two semester hour classes meet two hours a week and three semester hour classes meet three hours a week. A laboratory period of two and one-half to three hours is equal to one class period. Students should expect to study between one and one-half and two hours outside of class for each fifty minute period the class meets. Thus a sixteen semester hour class load should require forty or more hours of work each week of the semester on the part of the student.

To qualify for a baccalaureate degree in four years, a student must average between fifteen and sixteen hours per semester. The summer term may be used to advantage by students wishing to complete degree requirements in less than four years or by students having to take reduced programs of studies during the regular academic year.

Except by permission of the Academic Dean, a resident student may not register for more than sixteen or less than eight semester hours. By permission, students of superior scholastic ability may register for a maximum of eighteen hours. Freshmen may not exceed seventeen hours. A student is expected to pursue a program of studies equal to his ability.

Study-Work Program. It is exceedingly important that the student adjust the course load to achieve a reasonable balance in study and work. During registration the student should confer with his adviser or major professor in planning the proper balance of study and work. In determin-

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ing an acceptable study-work program, the student's intellectual capacity and previous scholastic record are considered. Exceptions to the following schedule of study and work must receive the approval of the Academic Dean.

Course Load	Maximum Work Load
16 hours	16 hours
14 hours	20 hours
12 hours	26 hours
10 hours	32 hours
8 hours	38 hours

Students of average scholastic ability are advised to plan a study-work program involving less than the maximum hours of labor permitted. Freshmen in particular need more time for orientation and adjustment to the college academic program.

FULL-TIME STUDENT

Students enrolled for twelve or more semester hours and students in the last semester of their senior year who are taking all the courses required for graduation (but no fewer than eight semester hours) will be classified as full-time students according to the standards and practices of the College. Students receiving financial aid should consult the Student Finance Office for the definitions of a full-time student set up by the various agencies which offer aid.

GRADING SYSTEM

Mid-semester and semester grade reports are issued to the student and his parent or guardian (if authorized by the student). Only semester grades are recorded on the student's permanent record at the College.

The following system of grading and grade point values is used:

A	4.0 grade points per hour	D	1.0 grade points per hour
A-	3.7 grade points per hour	D-	0.7 grade points per hour
B+	3.3 grade points per hour	F	0.0 grade points per hour
B	3.0 grade points per hour	W	Withdrawal
B-	2.7 grade points per hour	WF	Withdrew Failing
C+	2.3 grade points per hour		(0.0 grade points per hour)
C	2.0 grade points per hour	AU	Audit
C-	1.7 grade points per hour	I	Incomplete
D+	1.3 grade points per hour		

A student may receive an "I" (incomplete) because of illness or other unavoidable delay. A student who believes he is eligible for an incomplete must secure from the Office of Admissions and Records the proper form on which he may file application with the Academic Dean to

receive an incomplete. Any incomplete which is not removed by the end of the following term (Fall, Spring, Summer) will automatically become an "F."

A course in which the student received a grade of "C," "D," or "F" may be repeated before he takes a more advanced course in the same field. Only the last grade will be counted on repeated courses. No course may be repeated more than once without permission from the Academic Dean.

The grade point average may be calculated by dividing the total number of grade points earned by the hours attempted.

ACADEMIC PROBATION

When for any reason a student's cumulative SMC or overall grade point average falls below a "C" (2.00) average, he will be placed on academic probation.

A student reaches the point of academic dismissal when his cumulative SMC or overall grade point average fails to reach the following accumulated levels:

<i>Semester Hours Attempted</i>	<i>G.P.A. Dismissal Level</i>
Up to 48	1.50
49-64	1.65
65-80	1.75
81-93	1.85
94-up	1.95

Beginning freshmen will be allowed to attempt 23 semester hours over a maximum period of two semesters before being subject to dismissal. Candidates for the Associate of Science degree must have a grade point average of at least 1.95 before being accepted for their final year and at least 2.00 to graduate.

A student academically dismissed may not be readmitted until two sessions (for this purpose the summer is counted as one session) have elapsed. Eligibility for readmission shall include successful college-level work taken in another institution or other evidence of maturity and motivation.

Transfer students should have a grade point average of at least 2.00 in order to be eligible for admission to Southern Missionary College.

Any person coming to the senior year with a grade point average of less than 2.25 in the major will be placed on academic probation.

Students with less than a 2.00 cumulative grade point average may not hold office in any student organization and may not participate in any non-academic organization which performs publicly on or off campus. In addition, to hold any elected office in a student organization a student

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must also have a cumulative grade point average of 2.25 or a 2.50 grade point average for the previous semester.

RIGHT OF PETITION

A student who believes there is a valid reason for requesting variance from or exception to an academic policy stated in the CATALOG may make a petition to the Academic Dean for consideration of his case. The student must first obtain the advice and signature of the head of his major division. The petition shall contain a statement of the request and supporting reasons. The student will be notified in writing by the Academic Dean of the action on the petition within five (5) working days of receiving the petition. Petition forms are available from the office of the Academic Dean.

GRIEVANCE PROCEDURE

A student who believes that his academic rights have been infringed upon or that he has been treated unjustly with respect to his academic program or any portion thereof shall be entitled to a fair and impartial consideration of his case. Before instituting the grievance procedure, the student shall first present his case to the teacher or teachers concerned and then, if necessary, to the division involved. If the student feels that he has not obtained justice at this level, he has the option of submitting the matter to the Academic Dean or asking for a review of the case by the Grievance Committee. This committee shall be chaired by the Academic Dean or a person designated by him and shall include three other faculty members and two students. These members will be selected by the Academic Affairs Committee on demand. Both the student and the faculty members involved in the case are entitled to appear before the committee or to present a written statement of the case. The decision of the committee shall be presented in writing to the individuals involved within three (3) days of the committee meeting unless a later time is agreed upon by both parties. The decision of the committee is binding and will be implemented by the teacher involved or the Academic Dean.

CLASS, EXAMINATION, AND CHAPEL ATTENDANCE

Class Attendance. Attendance at class and laboratory appointments is required.

1. **Absences:** Absences are counted from the first scheduled meeting of the class and are considered as either excused or unexcused. Excused absences are recognized as absences incurred because of illness, authorized school trips, or emergencies beyond the student's control. To have a class or laboratory absence excused a completed absence excuse form must be submitted to the Absence Committee no later than noon the first Monday following the ab-

sence. Absence forms are available at the Student Center, library, switchboard, and dormitories. A box for submission of these forms is located in the Student Center. The Absence Committee will determine whether or not the absence is to be excused and notify the teacher of its decision. An excuse due to illness may not be granted unless the student has contacted Health Service prior to the absence. All medical appointments must be scheduled after appointed class periods. Students having absences exceeding the number of credit hours for the class may be subject to counsel and/or academic discipline. No make-up work will be allowed for daily quizzes and homework. A daily average will be recorded for excused absences. Tests and major assignments missed because of an excused absence must be made up within a week of the absence unless other arrangements are made with the teacher.

2. Students on academic probation or those who have excessive absences or whose current grades (those at present enrollment) are below "C-" in any class will have certain restrictions.
 - a. Those on academic probation will not be allowed to participate in academic activities causing class absences and will not be allowed to participate in on- or off-campus extracurricular activities including fire department activities.
 - b. Those whose current grades are below "C-" in any class or who have excessive absences in any class may not be allowed to participate in any on- or off-campus extracurricular activities including fire department activities. If such students' academic circumstances are serious enough, they may not be allowed to participate in academic activities which cause class absences.
 - c. Decisions related to these matters will be made by instructors in cooperation with the Academic Dean.

Examination Attendance. Because of problems concerning time, expense and fairness, exceptions to scheduled final and mid-term examinations are rarely made. Students requesting a change must fill out a request form. Request forms, available at the Academic Dean's office, are screened by a committee of division heads. Only in the case of unforeseen emergencies are request forms accepted during the last two weeks prior to the scheduled examinations. A rescheduled examination, if approved, will be given at a time convenient to the teacher and a fee of \$25 per examination will be assessed.

The \$25 per examination fee may be waived in cases of illness if verified by the College Health Service or a physician, death in the immediate family, or four or more examinations in one day.

Chapel Attendance. The chapel service is provided for the spiritual and cultural benefit of the college family, to promote the interests of

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SMC, and to develop and conserve a spirit of campus unity. In essence the chapel attendance policy is the same as for class attendance in that no absences are permitted except for illnesses, authorized school trips, or emergencies. An excuse must be presented at the Dean of Students' office within 48 hours after the absence. It is the responsibility of each student to keep track of his chapel absences. A student is allowed four unexcused absences from chapel per semester. Additional unexcused absences can result in a student being placed on Citizenship Probation. A continued absence problem can disqualify a student from attending Southern Missionary College. A satisfactory chapel attendance record is required for readmission to SMC.

VETERANS

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Missionary College is required to report promptly to the Veterans Administration (V.A.) the last day of attendance when an eligible person withdraws or quits attending classes regularly.

A veteran or eligible person may not be certified for any course or subject that does not fulfill requirements for his stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

Educational benefits will be discontinued when the veteran or eligible person ceases to make satisfactory progress. According to V.A. regulations, a student will be considered to be making unsatisfactory progress when he accumulates thirteen semester hours of unsatisfactory grades or when he is subject to academic dismissal. Failing grades and "D" grades in the major, minor, and courses required for educational certification are considered unsatisfactory.

Benefits may be resumed only after the individual has obtained V.A. counseling and approval.

SPECIAL EXAMINATIONS

Upon recommendation of the instructor and the approval of the Academic Policies Committee, a student may obtain a waiver of curricular requirements by successfully completing comprehensive examinations—written, oral, manipulative, or otherwise, as determined by the instructor. Any request for waiver examinations is to be made at the regular registration period, and the examination must be taken at a date within three weeks of the request being granted. A fee of \$10.00 is assessed.

NONTRADITIONAL COLLEGE CREDIT

In addition to credit earned in the traditional classroom setting,

Southern Missionary College accepts credit earned by two other means—challenge examinations and correspondence courses.

The goals and objectives of the College emphasize not only facts and concepts but also values and attitudes which are not easily transmitted through correspondence courses or measured by examinations. These values and attitudes can best be developed by the student's interacting over a period of time with peers and teachers committed to moral excellence, critical thinking, and the pursuit of truth. For this reason, most college credits should be earned through class participation. However, the College will permit a maximum of one-fourth of the credit required for a given degree to be earned by these nontraditional means.

College Credit by Examination

The College recognizes three types of challenge examinations: those prepared by each division which must be passed at "B" level or above, the College Level Examination Program (CLEP) subject examinations which must be passed at the 65th percentile or above, and the Advanced Placement Examinations which must be passed with a score of three or better. A student may challenge a given course by examination only once. No course may be challenged after the student has enrolled in that course beyond the second week of a semester. No course may be challenged as part of the last thirty hours of any degree. Grades are recorded for divisional challenge examinations and scaled scores are recorded for nationally normed examinations. Permission to take a divisional examination, for which there is a fee (see page 34A), must be obtained from both the division chairman and the Academic Dean.

Credit for challenge and/or validation examinations will not be placed on a student's permanent record and is, therefore, not transferable until that student has successfully completed twelve semester hours in residence at Southern Missionary College.

Additional information concerning challenge examinations may be obtained from the Office of Admissions or the Counseling and Testing Center.

Correspondence

A maximum of twelve semester hours of correspondence or extension credit may apply toward a baccalaureate degree program and eight hours toward an associate degree.

The Home Study Institute of Washington, D.C., is the officially recognized correspondence school of Southern Missionary College. The College recommends the Home Study Institute for those students needing correspondence credit and accepts all such credits when the study program is approved by the Academic Dean prior to enrollment.

A student will be permitted to carry correspondence work while in residence only if the required course is unobtainable at the College.

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Correspondence courses, whether taken while in residence or during the summer, must be approved in advance by the Academic Dean.

Correspondence work may not apply on the upper division requirements of the major or minor. A minimum grade of "B" must be earned to apply on the lower division requirements for a major. Correspondence credit with a "D" grade is unacceptable and a course in which the student earned a grade of "D" or "F" while in residence may not be repeated by correspondence. No correspondence credit will be entered on the student's record until he has earned a minimum of twelve hours in residence with an average of at least "C." Official transcripts must be in the Office of Records before a diploma will be ordered. The graduation date will be the last day of the month of the receipt of the official transcript.

TRANSCRIPTS

Official transcripts of a student's academic record may be obtained by the student upon a written request to the Office of Admissions and Records. The request must include the student's signature and payment of \$2.00 in cash, check, or money order for each transcript ordered. Because of legal difficulties, telephone requests from students or written requests from other members of the student's family cannot be honored.

A student may receive an unofficial transcript for evaluative purposes without charge by applying in person at the Office of Admissions and Records. Official transcripts given directly to a student will be stamped "Student Copy." No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans. **No exceptions will be made.**

SEQUENCE OF COURSES

A student may not receive credit for a course which is a prerequisite for a subsequent advanced course for which he has already received credit.

DIVISIONS AND COURSES OF INSTRUCTION

COURSE NUMBERS

Each course number consists of three figures as follows:

(a) The first numeral will indicate class year status as follows:

- 0 — remedial and noncollege
- 1 — freshman level
- 2 — sophomore level
- 3 — junior level
- 4 — senior level

(b) The second numeral indicates the following:

- 1 — shows that there are prerequisites for the course
- 9 — shows that the course is independent study, project, or research type

0 and 2-8 — no designation

(c) The third numeral indicates the following:

- 1 — signifies a course which is first in a sequence
- 2 — signifies a course which is second in a sequence and presupposes one as a prerequisite

All other figures have no designation.

Within a given 100 sequences there is no necessary significance in one course number being higher than another. For instance, 265 does not necessarily mean that the course is on a higher level than 235.

Course numbers that stand alone represent courses of one semester which are units in and of themselves. Course numbers separated by a comma represent units in and of themselves, either one of which may be counted for graduation without reference to sequence.

Course numbers separated by a colon are year courses in which credit for the first course is a prerequisite to the second. However, credit may be given for the first semester when taken alone.

Upper division courses are numbered 300 and above.

GENERAL EDUCATION

Those subjects which may be used for general education will be so designated, showing what section of general education they fulfill.

DIVISIONAL ABBREVIATIONS

ACCT	=	Accounting (Business and Office Administration)
AGRI	=	Agriculture (Natural Science)
ART	=	Art (Arts and Letters)
AVIA	=	Aviation (Industrial Education)
BHSF	=	Behavioral Science Foundations (Education and Human Sciences)
BIOL	=	Biology (Natural Science)
BUAD	=	Business Administration (Business and Office Administration)
CHEM	=	Chemistry (Natural Science)
CNST	=	Construction Technology (Industrial Education)
CPTR	=	Computer Science (Mathematical Sciences)
CRTF	=	Communication, Radio, Television, Films (Arts and Letters)
ECON	=	Economics (Business and Office Administration)
EDUC	=	Education (Education and Human Sciences)
ENGL	=	English (Arts and Letters)
FDNT	=	Foods and Nutrition (Education and Human Sciences)
FREN	=	French (Arts and Letters)
GEOG	=	World Geography (Arts and Letters)
GRMN	=	German (Arts and Letters)
HIST	=	History (Arts and Letters)
HLED	=	Health and Life Education (Health, Physical Education, Recreation)
HMEC	=	Home Economics (Education and Human Sciences)
HMNT	=	Humanities (Arts and Letters)
INDS	=	Industrial Education
INST	=	International Studies (Arts and Letters)
JOUR	=	Journalism (Arts and Letters)
LIBR	=	Library (Education and Human Sciences)
MATH	=	Mathematical Sciences
MUCT	=	Music Theory
MUED	=	Music Education
MUHL	=	Music History
MUPF	=	Music Performance
MURE	=	Church Music
NRSG	=	Nursing
PEAC	=	Physical Education Activity Courses (Health, Physical Education and Recreation)
PETH	=	Physical Education Theory (Health, Physical Education and Recreation)
PHYS	=	Physics (Mathematical Sciences)
PLSC	=	Political Science (Arts and Letters)
PSYC	=	Psychology (Education and Human Sciences)

- RDNG = Reading (Education and Human Sciences)
 RELB = Religion-Biblical Studies
 RELL = Religion-Biblical Languages
 RELP = Religion-Applied Theology
 RELT = Religion-Theory
 SECR = Secretarial (Business and Office Administration)
 SOCI = Sociology (Education and Human Sciences)
 SOCW = Social Work (Education and Human Sciences)
 SPAN = Spanish (Arts and Letters)
 SPCH = Speech (Arts and Letters)

DIVISION OF ARTS AND LETTERS

Floyd Greenleaf (Ch.), Frances Andrews, Rudolf Aussner, Sue Baker, Malcolm Childers, Ann Clark, Don Dick, Robert Garren, Bruce Gerhart, Frank Knittel, Helen Knittel, Jerry Lien, Ben McArthur, Wilma McClarty, Lorabel Midkiff, Robert Morrison, Olson Perry, Barbara Ruf, Don Self, William Wohlers, Charles Zuill.

ART

Malcolm Childers, Robert Garren, Charles Zuill

It is elemental to the philosophy of the Art faculty to provide the student with the quality of environment most conducive to spiritual, aesthetic, and technical growth. The instructors desire to help all students become aware of their options in the field of art and to prepare them systematically to meet the needs of their respective choice, be it commercially or aesthetically oriented.

Major: Thirty hours for the Bachelor of Arts degree including ART 104:105; 109, 110; 245, 246, 346, 347, 499, with not less than 14 hours upper division. *Cognate requirements:* CRTF 225. *A foreign language at the intermediate level is required.*

Major: Forty-five hours for the Bachelor of Science degree including ART 104:105, 109, 110, 245, 246, 346, 347, 499, with not less than 18 hours upper division and the completion of an area of specialization.

Areas of Specialization:

Communication Design. Required courses: 221, 222, 250, 251, 313, 314 and six credits in Directed Study in Communication Design.

Cognate requirements: CRTF 225, 237, 312, 313, BUAD 326, and INDS 145.

Studio Specializations. Required courses: Twelve hours within one of the following areas: Painting, Drawing and Printmaking, Ceramics.

Cognate requirements:

Ceramics	CHEM 111
Painting	CRTF 225
Drawing & Printmaking	CRTF 225, INDS 145

Minor: Eighteen hours including courses 104:105; 109:110; 346, with not less than six hours in upper division courses.

ASSOCIATE OF SCIENCE DEGREE IN ART

Sixty-four hours are required for the Associate of Arts degree in Art, including courses 104:105; 109:110; 245, plus electives to make a total of 30 hours in art.

Teaching Endorsement:

ART 104, 105	Beginning Drawing I, II	4 hours
ART 109, 110	Design I, II	6 hours
	Art techniques elective	2 hours
ART 245, 246	History of Art	4 hours
	Art appreciation elective	2 hours
	Art electives	6 hours
	TOTAL	24 hours

ART 104:105. Beginning Drawing I, II (G-1) 2,2 hours

An introductory course in drawing, composition, and design. Emphasis on the basic art elements and their functions in composition using various media. (Fall, Spring)

ART 109, 110. Design I, II (G-1) 3,3 hours

Problems in two- and three-dimensional art, dealing with line, shape, form, color, and texture. (Fall, Spring)

ART 215. Sculpture (G-1) 3 hours

Prerequisite: ART 104:105 or permission of instructor.

Introduction to the problems of form in sculpture and three-dimensional design using various media such as clay, plaster, wood, and metal casting. Taught odd years. May be repeated for credit. (Fall)

ART 217. Printmaking I 3 hours

Prerequisite: ART 104:105 or permission of instructor.

A course designed to give the art major experience in the basic printmaking media. Relief, intaglio, silk-screen, and plate lithography will be covered. May be repeated for credit. (Fall)

ART 218 or 318 (D-3), (W). Art Appreciation **2 hours**

Lecture and travel seminar. A weekly lecture will be presented to prepare the students for the Art Appreciation trip. Students will spend Thanksgiving vacation visiting major art museums in New York City. Trip summary paper is required. (Fall)

ART 221:222. Painting I, II **3,3 hours**

Prerequisite: ART 104:105 or permission of instructor.

A course designed to give the student experience in using painting materials applied to compositional organizations. May be repeated for credit. (Fall, Spring)

ART 235. Ceramics I (G-1) **3 hours**

Fundamentals of the preparation and use of clay. Methods of fabrication from hand building to wheel-thrown wares, chemistry and application of glazes, and stacking and firing of kilns. May be repeated for credit. (Fall)

ART 236. Weaving (G-1) **3 hours**

A design course dealing with the study of weaving techniques and materials. Creative exploration on and off the loom using pattern, color, and texture is stressed. May be repeated for credit. (Spring)

ART 250, 251. Design for Visual Communications (G-1) **3,3 hours**

A course dealing with advertising design, illustration, typography, graphic design or photography for the designer. Courses are developed to give students experiences much like those he will encounter as a professional designer. (Fall, Spring)

ART 311, 312. Painting III, IV **3,3 hours**

Prerequisite: ART 221 or permission of instructor.

Advanced problems in painting. May be repeated for credit. (Fall, Spring)

ART 313, 314. Drawing III, IV **3,3 hours**

Prerequisite: 104, 105 or permission of instructor.

A course designed to give the student increased experience in the application of drawing media to the production of art. This course may be repeated for credit. (Fall, Spring)

ART 320. Ceramics II **3 hours**

Prerequisite: ART 235 or permission of instructor.

Advanced problems in ceramics. May be repeated for credit. (Spring)

ART 323. Printmaking II **3 hours**

Prerequisite: 2 semesters of ART 217 or permission of instructor.

Advanced problems in printmaking. May be repeated for credit. (Spring)

ART 347. Introduction to Philosophies of Art **3 hours**

An introduction to aesthetics in general with particular emphasis upon contemporary aesthetics. (Fall, odd years)

ART 493. Internship in Art**2-4 hours**

An intern program for advanced art majors selected and supervised by the Art faculty for experience on the job with participating firms or institutions.

ART 295/495. Directed Study**1-3 hours**

For students electing to take ART 295, permission of the teacher must be obtained. ART 495 is for majors and minors only. The course is designed for students who wish directed study or for a group of students who wish a special course not taught under the regular class offering. Students taking the class as directed study may choose from art history, ceramics, design, drawing, painting, printmaking, sculpture, visual communication and weaving. (Students must have had maximum classes offered in area.) May be repeated for credit up to four times.

ART 499. Senior Project**1 hour**

Major projects in area of interest for seniors and preparation of permanent portfolio of college art work. (Spring)

ART HISTORY**ART 245, 246. History of Art (D-3), (W)****2,2 hours**

A study of the arts of western civilization from antiquity to the present with an emphasis on pivotal figures in art history. (Fall, Spring)

ART 346. Contemporary Art (D-3), (W)**3 hours**

Nineteenth and twentieth century developments in European and American arts. (Spring)

EDUCATION**EDUC 230. Elementary Methods in****Curriculum and Instruction: Art****2 hours**

A study of the aims, philosophy, and methods of teaching art on the various levels of the elementary school.

EDUC 438. Methods of Teaching Art**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

(D-3), (W) See pages 25-27.



COMMUNICATION

Frances Andrews, Malcolm Childers, Don Dick, Jerry M. Lien,
Olson Perry, Don Self

Major: Thirty hours for the Bachelor of Arts degree including basic requirements of CRTF 101, 226; JOUR 111, 434; SPCH 135, 319; and fourteen hours in Radio-TV-Film, Journalism, or Speech emphasis:

Radio-TV-Film Emphasis—CRTF 112, 225, 313, and 314, plus five hours elected within the overall Communication offerings, two of which must be in Radio-TV-Film.

Journalism Emphasis—JOUR 212, 316, 494; CRTF 225, 312; plus five hours elected within the overall Communication offerings, two of which must be in Journalism.

Speech Emphasis—SPCH 236, 237, 317, 424, plus four hours elected within the overall Communication offerings.

Cognate requirements include INDS 145 and ENGL 100, 102 or 101, 102 or 104.

Minor—Communication: Eighteen hours of Communication classes including SPCH 135, 319; JOUR 111; CRTF 101, 226; with a minimum of six hours of upper division work from overall Communication offerings.

Minor—Radio-TV-Film: Eighteen hours of Communication classes including CRTF 101, 313, 225, 226; SPCH 135, 319; with a minimum of six hours within the minor to be upper division in Radio-TV-Film.

Minor—Journalism: Eighteen hours including JOUR 111, 212, 434 and CRTF 225, 226, with a minimum of six hours in upper division Journalism courses.

Communication

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Minor—Speech: Eighteen hours including SPCH 135, 236, 237, 317, 319, with a minimum of six hours in upper division Speech courses.

ASSOCIATE OF SCIENCE DEGREE IN MEDIA TECHNOLOGY

Two-year curriculum especially designed for the technically oriented student interested primarily in the technical and production aspects of media. Students completing this degree can continue and complete a baccalaureate degree in Communication (Radio-TV-Film emphasis) without loss of educational time.

Requirements are as follows: Thirty hours including CRTF 101, 112, 217, 225, 237, 295, 313, 318; INDS 145; INDS 274 or PHYS 316; CPTR 101 or 125; LIBR 333; with general education courses to meet CATALOG requirements and sufficient electives to make a total of 64 semester hours. Cognate requirement: ENGL 102 or 104.

Communication students at Southern Missionary College have opportunities for realistic learning experiences in connection with the College's radio station, WSMC-FM.

Students who include Radio-TV-Film courses in their preparation are encouraged to participate in the many aspects of the total program of WSMC-FM.

College Publications

The journalistic output of the Public Relations office of the College, the editing of the Associated Press teletype news service for WSMC-FM, *The Spire* (published by the Collegedale Seventh-day Adventist Church), and the Student Association publications—*Campus Chatter*, *Southern Accent*, *Southern Memories*, and *Joker* all provide students with varied opportunities to put journalistic principles into practice.

On-the-Job Training in Journalism, Public Relations, and Radio-TV-Film

A program of journalism and public relations on-the-job training for selected communication majors has been developed. This program (which has been approved by the General Conference of Seventh-day Adventists) calls for a student to associate with a publishing house, a newspaper, or an educational or medical institution for an arranged period working directly with the institution in its editing, publishing, or public relations activities. A scholarship is provided for the student and a proportionate amount of academic credit is available in JOUR 495.

A program of broadcasting and audio-visual media on-the-job training is also available. This program calls for a student to associate with a commercial or non-commercial broadcasting organization for an arranged period, working directly with professionals in various phases of

radio or TV station operation or production. A scholarship is provided for the student and a proportionate amount of academic credit is available in CRTF 495.

RADIO-TV-FILM

CRTF 101. Audio Production I (G-2) 1 hour

Operation of mixing consoles, tape recorders, turntables, patch panels, microphones, etc. for various types of audio production. Meets two hours each week for lecture and demonstration during the first half of each semester. Reservations for two hours per week of individual control room practice and production time made at registration. Supplies fee \$5.00. (Fall, Spring)

CRTF 112. Audio Production II (G-1) 1 hour

Prerequisite: CRTF 101 (follows CRTF 101 second nine weeks of each semester).

Audio script interpretation, production music, sound effects, audio projects direction, quality control, equalization, special effects, etc. Meets two hours weekly for lecture and demonstration during second half of semester. Two hours per week of individual studio production time arranged. (Fall, Spring)

CRTF 217. Radio Station Operations 2 hours

Prerequisite: Current or previous enrollment in CRTF 101.

A laboratory course where the student becomes familiar with the day-to-day operations of a radio station. The course covers control room procedures, announcing, production, automation, teletype, copy editing, traffic, music programming, etc. Taught in conjunction with WSMC-FM. (Spring)

CRTF 225. Introduction to Photography (G-1) 2 hours

Standardized procedures for camera and meter use, film exposure and development, negative enlargement and print finishing, and basic lighting and composition. Students should supply their own 35mm camera with adjustable f-stops and shutter speeds. One hour of lecture, three hours of laboratory each week. Supplies made available to class members at cost. (Fall, Spring, Summer)

CRTF 226. Survey of Mass Communication 3 hours

A study of the communication process in professional journalism and in the mass communication industries of modern society, with special consideration of the Christian segment of society, both as consumers and dispensers of information. (Spring)

CRTF 237. Film Production (G-1) 3 hours

Recommended: CRTF 101, 112, and 225.

The technique of communication and self expression through the motion picture medium. Lecture, readings, film viewing critique, and individual production using super 8mm. All equipment is supplied by SMC. Supplies made available to class members at cost. (Fall)

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CRTF 312. Advanced Photography (G-1)

2 hours

Prerequisite: CRTF 225 or equivalent.

Advanced photographic techniques in camera handling, composition, exposure, and developing with special emphasis on creativity, darkroom techniques, and preparation for exhibit and publication. Students are advised to supply their own camera with adjustable stops and shutter speeds. One hour of lecture, three hours of laboratory each week. Supplies made available to class members at cost. (Fall, Spring)

CRTF 313. Television Production

3 hours

Prerequisite: CRTF 101.

Camera, switcher, special effects generator, and videotape recorder operation. Elementary TV lighting, scripting, production and direction. Study of TV graphics, picture composition, and storyboard preparation. Two hours of lecture and three hours of laboratory each week. Supplies fee \$15.00. (Fall)

CRTF 314. Writing For Radio/TV/Film (W)

3 hours

Prerequisites: CRTF 101, 112, and 313.

Emphasis on writing news for broadcast and persuasive spot announcements: commercials, religious spots, and public service announcements. Script formats for radio, TV, film, and multi-media, multi-image, and slide presentations as well as procedures in writing for dramatic productions. Students desiring to write a 30 minute (or longer) dramatic script must register concurrently for 1 or 2 hours credit in CRTF 495. May apply on Journalism emphasis. (Fall)

CRTF 318. Audio-Video Systems

3 hours

Prerequisite: CRTF 101 and an elementary knowledge of electronics (PHYS 316 or INDS 274 recommended).

The design, interfacing, installation and maintenance of audio-video systems, components and studios for broadcast, recording, closed circuit, public address, and similar applications. (Spring, even years)

CRTF 418. Multi-Image Production

3 hours

Pre- or Co-requisite: CRTF 101.

Instruction in conceptualizing, formating, scripting, visual composition, taking and developing color transparencies; titling and graphics, making a synchronized sound track, plus programming and operation of dissolve units and slide projectors. Goal: Creation of projector slide shows using 1-6 projectors. (Fall)

CRTF 295/495. Directed Study

1-4 hours

Three types of options are offered: 1) As demand is developed for various specialized class instruction, the topic to be offered that term will be publicized prior to registration. 2) Individual projects in various aspects of communication on an independent study basis may be worked out. 3) This course also provides opportunity, among other options for on-the-job training in public relations, journalism, or Radio-TV-Film areas. Proposals must

be submitted to the Division Chairman for approval before registering. Course may be repeated. Up to four hours may apply on a Communication major or minor. (This course is also cross listed under JOUR and SPCH.) (Fall, Spring, Summer)

JOURNALISM

JOUR 111. News Reporting **3 hours**

Prerequisite: ENGL 102 or 104, and SECR 105 or 106.

Practice in newswriting and general reporting of church, school, and community affairs for the public press. Study is given to the duties of the reporter in newsgathering and to his relationship to editorial requirements. (Fall, Spring, Summer)

JOUR 212. News Editing **2 hours**

Prerequisite: JOUR 111.

Instruction is given in copy editing, headline writing, layout, and other editorial responsibilities through the various phases of newspaper production from copy to final print form. (Spring)

JOUR 315. Layout and Design of Publications **3 hours**

Prerequisite: INDS 145.

Editorial techniques and problems from the arrival of the manuscript in the editor's office until the publication reaches the reader. Relationships with authors, manuscript handling, payment, layout and illustrations; relationships with art, composing, proofreading, and press rooms; circulation and distribution problems as they affect the editor. (Fall)

JOUR 316. Article and Editorial Writing (W) **3 hours**

Prerequisite: ENGL 102 or 104, and SECR 105 or 106.

Preparation and marketing of feature and religious articles for newspapers and magazines, market analysis, writing for specialized markets. (Fall, Spring)

JOUR 434. Public Relations **3 hours**

Designed to give professional competence in the theory and practice of public relations, the course is a study of the plans and methods of disseminating news from business establishments and from institutions through all the media of communication. (Fall)

JOUR 427. Communication Law **3 hours**

The nature and social functions of the major forms of communication laws and regulations and especially as pertains to the mass media: libel, slander, copyright, FCC and FTC Rules and Regulations, etc. This course may apply to the Radio-TV-Film emphasis. (Spring, even years)

JOUR 295/495. Directed Study **1-4 hours**

(See Radio-TV-Film 295/495 listing.) (Fall, Spring, Summer)

SPEECH

SPCH 135. Introduction to Public Speaking (D-4) 3 hours

Preparation and presentation of short informative and persuasive speeches with emphasis on the selection and organization of material, reasoning, methods of securing interest, persuasive strategies, and the elements of delivery. (Fall, Spring, Summer)

SPCH 136. Interpersonal Communication (D-4) 2 hours

Introducing the process of informal transactional communication, this course emphasizes a quality of communication rather than a communication setting, namely personal involvement through emphatic listening and self-disclosure. The course utilizes readings and learning activities to help students understand the theory of interpersonal communication and apply it in realistic transactions. (Fall, Spring)

SPCH 236. Oral Interpretation (D-4) 2 hours

Theory and practice in the art of conveying to others the full meaning of selected readings in literature. (Fall, Spring)

SPCH 237. Voice and Diction 2 hours

An introductory study of the speech mechanism and the improvement of its functioning, with special attention to individual problems. The last half of the course is devoted to an intensive study of the International Phonetic Alphabet. (Spring, even years)

SPCH 317. Persuasion 3 hours

Prerequisite: SPCH 135.

A study of ancient and modern theories of belief, attitude, and behavior change as well as practical experience in constructing and delivering messages aimed at such change with special emphasis placed on ethical considerations. (Fall, Spring)

SPCH 319. Communication Theory (W) 3 hours

Prerequisites: SPCH 135 and ENGL 102 or 104.

Introducing the study of communication transactions in all arenas—intrapersonal, interpersonal, small group, public speaking, and mass media, this course gives attention to models of communication and to the psychology, sociology, semantics, and ethics of the communication process as well as to the principles and practice of communication research. This course may apply to the Journalism minor. (Fall)

SPCH 424. Group Dynamics (F-1) 3 hours

See PSYC 424 Behavioral and Family Science listing.

SPCH 295/495. Directed Study 1-4 hours

See CRTF 295/495 listing. (Fall, Spring, Summer)

(D-4), (F-1), (G-1), (G-2), (W) See pages 25-27.

ENGLISH LANGUAGE AND LITERATURE

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Frances Andrews, Sue Baker, Ann Clark, Bruce Gerhart,
Frank Knittel, Helen Knittel, Wilma McClarty,
Lorabel Midkiff, Barbara Ruf

Major: Thirty hours for the Bachelor of Arts degree, excluding Freshman English, College Composition, and Honors Composition, including ENGL 100, 216, 218, 314, 315, 335; plus six hours from ENGL 214, 333, 334; plus nine hours from ENGL 336, 337, 338, 444. Required cognates: HIST 374 and HMNT 205. Intermediate level of a modern language strongly recommended.

Students anticipating secondary teaching should meet state certification requirements (see Secondary Education requirements under DIVISION OF EDUCATION AND HUMAN SCIENCES), should consider taking a minor in Fields Related to English Education, and should obtain experience working on the Southern Accent staff, Southern Memories staff, and/or a programs committee of one of the student organizations.

Minor: Eighteen hours, excluding Freshman English, College Composition, and Honors Composition, including ENGL 218 or 315; 214 or 333 or 334; 314; plus two of the following: ENGL 336, 337, 338, 444; plus three hours of electives.

Minor in Fields Related to English Education (Available only to English Majors): Eighteen hours including LIBR 125; HIST 374; SPCH 135 and 236; JOUR 111; and four (two upper division) hours from the following electives: PSYC 124; SECR 105, 115, or 214; EDUC 333; any Communication course; any Library Science course.

Teaching Endorsement:

ENGL 101, 102	College Composition	6 hours
ENGL 218 or 315	Advanced Grammar (3) Intro. to Linguistics (3)	3 hours
ENGL 214 or 333 or 334	Survey of American Literature (3) American Literature from Colonial through Romantic Periods (3) American Literature from Realism to the Present (3)	3 hours
ENGL 314	Creative Writing	3 hours
	English electives	3 hours
	Two of the following four areas for a total of	6 hours
ENGL 336	Medieval and Renaissance Literature (3)	
ENGL 337	19th Century British Writers (3)	

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ENGL 338
ENGL 444

20th Century Writers (3)
Restoration and 19th
Century Literature (3)

TOTAL 24 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

ENGLISH LANGUAGE

ENGL 021. Basic American English

6 hour equivalent

This course is for students with limited basic English skills as defined by the Michigan English Language Institute (ELI) Test. Emphasis is on developing oral/aural skills, guided and free writing, and introducing current American idioms. Grammar is taught inductively and directly, as needed. The program is self-paced, allowing the individual student to advance as rapidly as he chooses. The student is responsible for controlling his own total English environment. This course is non-credit, but is recognized by Immigration as part of the minimum class load required of international students. Class meets daily for 70 minutes.

ENGL 100. Freshman English (A-1)

3 hours

Students whose English ACT score is 15 or below are required to register for this class instead of ENGL 101. In addition to the writing emphasis, the course offers reinforcement in mechanics and structure. This class meets five days per week, three hours of lecture and two hours of laboratory. Students successfully completing this course may enroll in ENGL 102. For the five hours of instruction, three hours of tuition and two hours of laboratory fee will be charged. Does not apply on major or minor in English. (Fall, Spring)

ENGL 101:102. College Composition (A-1)

3,3 hours

A two-semester, sequential course focusing strongly on composition. The primary purpose of the course is to help the student become a better writer, and the activities of the course are designed to contribute to this purpose. In ENGL 101, emphasis is placed on personal and narrative writing. In ENGL 102, focus is on exposition, including a study of language and its relation to composition. Poetry will be employed as a subject for writing. This course does not count toward a major or minor. (Fall, Spring, Summer)

ENGL 104. Honors Composition (A-1)

6 hours

Eligibility: A minimum English ACT of 25 and outstanding grades in four

years of secondary English, or recommendation of instructor.

Students assume responsibility for their own learning by helping create a climate where participants can comfortably share writings. In addition to minor writings, students will produce a short story and a feature article. Work is personalized through individually structured learning contracts. Class meets three times a week for one semester. Students are charged for three hours only. Students who receive credit for this course may not receive additional credit for either semester of College Composition. This course does not count toward a major or a minor. (Fall)

ENGL 105. Technical Writing

3 hours

An introduction to basic business communications, to the most common types, terms, and methods used; to the skills essential to reading and writing job descriptions, memos and letters, resumes, invoices, etc. and skills essential for day-to-day survival in a world of triplicate forms and fine print. (Spring)

ENGL 218. Advanced Grammar

3 hours

A detailed survey of descriptive grammar as it pertains to parts of speech, sentence construction, syntax, and punctuation. Designed to aid any student who wishes to strengthen his skill in grammar analysis, it is also especially helpful for prospective teachers and writers. (Fall)

ENGL 314. Creative Writing (G-1)

3 hours

Prerequisite: Three hours of literature or permission of instructor.

A study of the principles, techniques, and types of personalized writing, providing the student with opportunity to develop his own style and to find possible markets for his manuscripts that may be worthy of publication. (Spring)

ENGL 315. Introduction to Linguistics

3 hours

Prerequisite: ENGL 102.

Purposes to give the student a background in history of the English language; to acquaint him with the various fields, aspects, and branches of linguistics; to equip him with a working knowledge of structural linguistics' four principal branches—phonetics, phonemics, morphemics, and grammar; and to relate these learnings to the teaching of contemporary English. Open to sophomore and upper division students. This course may be taught only alternate years. (Fall)

LITERATURE

ENGL 213. Literature and Life (D-2)

3 hours

Prerequisite: ENGL 102.

A thematic approach to the study and appreciation of literature, including the study of literary types and terms. (Spring)

English Language and Literature

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ENGL 214. Survey of American Literature (D-2)

3 hours

Prerequisite: ENGL 102.

A study of representative selections from major American authors, colonial through modern, with emphasis on ideas, attitudes, and trends having individual, national, and universal interest. (Fall, Summer)

ENGL 215. Survey of English Literature (D-2)

3 hours

Prerequisite: ENGL 102.

A study of representative selections by British writers, with special emphasis on the author and his philosophy, and a review of literary trends and influences from ancient times to the present. (Fall, Spring)

ENGL 216. Approaches to Literature (D-2)

3 hours

Prerequisite: ENGL 102.

A genre approach to the study and appreciation of selected English and American works, with special emphasis on the critical qualities that distinguish such basic literary types as the essay, the short story, the drama, the poem, etc. (Fall, Spring)

ENGL 333. American Literature from Colonial through Romantic Periods (D-2), (W)

3 hours

A reasonably comprehensive, chronological study of the works of major American writers with special emphasis on Bradford, Taylor, Franklin, Edwards, Irving, Cooper, Bryant, Poe, Emerson, Thoreau, Hawthorne, Melville, Longfellow, Lowell, and Whitman. This course may be taught only alternate years. (Spring, even years)

ENGL 334. American Literature from Realism to the Present (D-2), (W)

3 hours

A continuation of ENGL 333, from the mid-nineteenth century through some of the more recent writers, including Dickinson, Twain, James, Adams, Crane, Robinson, Frost, Fitzgerald, Hemingway, and Faulkner. (Spring, odd years)

ENGL 335. Biblical Literature (D-2), (W)

3 hours

A survey of the Bible's literary masterpieces from an archetypal perspective. The Bible is viewed as one story, the double quest: man, searching for a lost Eden, and Christ, the great Questor, seeking the restoration of His world and His family. This story, reinforced by its central theme of redemption and by the universal archetypal symbols centering in Christ the Word made flesh, actually permeates all imaginative literature. Biblical genres studied include the story of origins, heroic narrative, epic, idyl, lyric poetry, wisdom literature, encomium, epithalamion, gospel, epistle, and apocalypse. (Spring, Summer)

ENGL 336. Medieval and Renaissance Literature (D-2), (W)

3 hours

From Chaucer through Shakespeare, the men and their times. Readings in *Canterbury Tales*, Middle English romance, allegory, play, and meditation in translation; in sixteenth century prose, Elizabethan poetry and dramatic literature, with study of genre, conventions, trends. Specific attention to moral and religious issues. This course may be taught only alternate years. (Spring, even years)

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ENGL 337. Nineteenth Century British Literature (D-2), (W) 3 hours

A study of British writers from the Romantic or Victorian periods (1785-1901), with special emphasis upon Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Dickens, Arnold, Browning, Carlyle. This course may be taught only alternate years. (Summer)

ENGL 338. Twentieth Century Writers (D-2), (W) 3 hours

A study of twentieth century writers with an emphasis on poetry or prose. Focus will be on American and/or British works, but world literature in translation may be included. This course may be taught only alternate years.

ENGL 444. Restoration and Eighteenth Century Literature (W) 3 hours

English life and letters in ferment through the Enlightenment and decline of Neo-classicism: Milton, Dryden, Swift, Pope, Johnson. Special attention to moral and religious issues, trends. This course may be taught only alternate years. (Fall)

ENGL 445. World Literature (W) 3 hours

A study of major world masterpieces in translation, from Homer through the Renaissance. Special focus on development of genres, tracing growth of the epic from the Greek and Roman masterpieces through medieval and Renaissance examples; development of drama from Greece's golden age to the golden age of Spain. Other major genres include lyric poetry, satire, essay, medieval romance, and Renaissance narrative. Works written originally in English will not be included. This course may be taught only alternate years. Students desiring a complete sequence in world literature may follow this course with MDLG 304. (Fall)

ENGL 295. Directed Study 1-2 hours

The content of this course will be adjusted to meet the particular needs of the student, including requests for credit for such activities as projects done during student missionary terms. Open only to students approved by the division.

ENGL 495. Directed Study 1 or 2 hours

The content of this course will be adjusted to meet the particular needs of the student. Open only to English majors or minors with the approval of the department head. (Fall, Spring)

EDUCATION

EDUC 438. Methods of Teaching English 2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances; the survey and evaluation of textbooks is also included. Four lectures each week of the first half of the semester. (Spring)

(A-1), (D-2), (G-1), (W) See pages 25-27.

HISTORY—POLITICAL SCIENCE

Floyd Greenleaf, Ben McArthur, William Wohlers

Commonly understood, history is the study of mankind, their accomplishments, institutions, and explanations that have been offered to answer the “Why” of man’s existence. In addressing these issues history courses at Southern Missionay College take into account the Christian view of man. Christian insights into human nature and our recognition of the possibilities and limitations of human endeavor permit a greater comprehension of the past, the present, and the hope for the future.

Approval of study programs for history majors. Departmental approval is necessary for all programs. A student majoring in history shall plan his entire study program with a member of the History faculty. Approval is then considered on an individual basis and is granted on the following conditions:

- 1. Compliance with graduation requirements as explained elsewhere in the CATALOG.
- 2. Fulfillment of the professional and individual needs of the student.
- 3. Embodiment of academic balance and continuity.

Major: Thirty hours for the Bachelor of Arts degree including HIST 154, 155; 174, 175; 495. Six hours of political science may apply to the major. At least two courses are to be taken in each of the following areas:

Area I: American History, HIST 354, 355, 356, 357, 358, 465; PLSC 254.

Area II: European History, HIST 374, 375, 376, 377, 378, 465; PLSC 366; either HIST 364 or 365.

General education for history majors. A student majoring in history will follow the general education program for a bachelor’s degree. Cognates for history majors: A student majoring in history will take six hours in a single cognate area. In most cases the credit is applicable to general education. Four choices of cognate areas are available as follows:

- A. ECON 224, 225: Economics 6 hours
- B. SOCI 328, 374, 424: Sociology 6 hours
- C. ENGL 300 and 400 level courses apply: Literature 6 hours
- D. MDLG 211:212; REL 311:312: Foreign Language — intermediate level

History as a preprofessional degree. A student majoring in history who plans to enter a professional school in an area such as medicine or law must present a balanced program of general education classes and electives that will support his professional objectives.

History as a preparation for teaching. A student majoring in history who plans to teach must also earn teaching credentials in a field outside

of history. He will accomplish this by including a supporting field of eighteen hours in his program. No specific supporting field is required but art, behavioral science, business, English, and modern languages are recognized as intimately related to the study of History.

Minor in History: Eighteen hours including HIST 174, 175. The additional twelve hours will be chosen from remaining history courses, six hours of which must be upper division. A minimum of three hours must be chosen from each of the American and European areas. Three hours of political science may be taken in lieu of three hours of History. Those planning to certify for teaching history must take all eighteen hours in history and should include HIST 154, 155. See Teaching Endorsement below.

General education for students not majoring in History. Freshman and sophomore students earning general education credit in History should take courses from the 100 and 200 level. Junior and senior students meeting general education requirements in History should select courses from the 300 and 400 level.

Teaching Endorsement: The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated on the following page.

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

HIST 154, 155	American History	6 hours
HIST 174, 175	Survey of Civilization	6 hours
	History electives numbered	
	300 or above	6 hours
		<hr/>
		TOTAL 18 hours

HISTORY

HIST 154, 155. American History and Institutions (C-1) 3,3 hours

A study of the regional and national development of the American people, including their politics, government, and social institutions reaching to the present time. This course is recommended as general education for freshmen and sophomores. (Fall, Spring, Summer)

HIST 174, 175. Survey of Civilization (C-1) 3,3 hours

An introductory consideration of the ancient, classical, and medieval contributions to our own civilization and a consideration of modern and current

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developments. This course is recommended as general education for freshmen and sophomores. (Fall, Spring)

HIST 354. History of Latin America (C-1), (W) 3 hours

A survey of the colonial period and a careful analysis of the political, economic, social, religious, and cultural development of the Latin-American Republics and their present relation to world affairs. (Fall)

HIST 355. History of the South (C-1), (W) 3 hours

A study of the Old South from the discovery through the war between the states, the reconstruction and the subsequent developments, and recent changes, including the current scene. (Spring)

HIST 356. Minorities in America (C-1), (W) 3 hours

A view of American minorities with particular emphasis on their history, changing problems, and current relationship to American life. Special attention is devoted to the American Black. (Spring)

HIST 357. Modern America (C-1), (W) 3 hours

A study of American History from 1900 on with special examination of changes in American life brought about by the progressive era, normalcy, the depression, the New Deal, and the role of the United States in world affairs. (Fall)

HIST 358. American Biographies (C-1) 3 hours

A study of the background and lives of men and women who made significant contributions to American history. (On demand)

HIST 364, 365. History of the Christian Church (C-1), (W) 3,3 hours

A study of the development of the Christian Church from its apostolic origin to the present time with emphasis on the internal problems that eventually formed the background for present-day Christianity and its various divisions. (Fall, Spring, Summer)

HIST 374. History of England (C-1), (W) 4 hours

An analysis of the political, social, economic, religious, and cultural development of Great Britain and its contributions to the world, especially in constitutional and democratic institutions. (Fall)

HIST 375. Ancient World (C-1), (W) 3 hours

A study of the nations of antiquity, especially Israel, Assyria, Babylonia, Egypt, Medo-Persia, and the classical nations Greece and Rome, concentrating on the institutions and contributions to civilization of each. (On demand)

HIST 376. Medieval Europe (C-1), (W) 3 hours

European History from the Roman decline through the High Middle Ages, stressing feudal, imperial, and ecclesiastical systems. (On demand)

HIST 377. Renaissance and Reformation (C-1), (W) 3 hours

An analysis of the revival of learning, from medieval to modern conditions, and of the causes, substance, and effects of the Reformation and Counter Reformation. (On demand)

HIST 378. Modern Europe (C-1), (W) 3 hours

Historical developments in Europe from 1800 to the present, with emphasis on the movements which have directly shaped the contemporary world. (On demand)

HIST 465. Topics in History (C-1), (W) 3 hours

Selected topics in history presented in classroom setting. Subjects covered will determine whether credit is granted in Area I or Area II. This course may be repeated for credit. (On demand)

HIST 295/495. Directed Study (C-1), (W) 1-3 hours

A course emphasizing individual directed study. The instructor to whom a student is assigned will determine whether credit is upper or lower division. Approval of the department is required prior to registration.

HIST 499. Research Methods in History (C-1), (W) 3 hours

Historical theories, procedures, and research methods are examined in conjunction with the preparation of a research project. (Fall)

POLITICAL SCIENCE

PLSC 254. American National and State Government (C-2) 3 hours

An examination of the operation of the executive, legislative, and judicial branches of government of the national, state, and local levels. (Fall)

PLSC 324. Comparative Economic Systems (C-2), (W) 3 hours

See Economics listings under Division of Business and Office Administration. (Fall)

PLSC 366. Contemporary International Relations (C-2), (W) 3 hours

A critical analysis of the chief factors influencing present-day world affairs, with special emphasis on the ideological and religious background of current conflicts. (Spring)

GEOGRAPHY

GEOG 204. World Geography 3 hours

Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied. (Spring)

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HUMANITIES

HMNT 205. Western Man Through the Arts

4 hours

An integrated study of art, literature and music as related to man's concern and aspirations. (Fall, Spring)

EDUCATION

EDUC 438. Methods of Teaching History

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials in instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Spring)

(C-1), (C-2), (W) See pages 25-27.

MODERN LANGUAGES

Rudolf Aussner, Robert Morrison

This department offers the opportunity for students to discover French, German, and Spanish not only as living languages but also as reflections of the cultures, customs, and peoples they represent. The aim, then, is to provide both an aesthetic background and a practical tool in the event the student becomes an overseas traveler or worker.

The ability to communicate with people is increasingly essential in today's shrinking world, and an acquaintance with a foreign culture should be part of the background of educated persons, particularly those with a sense of world mission. The Department of Modern Languages aspires toward helping Christians fulfill this responsibility to demonstrate good will, whether as travelers and business people or as respondents to the Master's gospel commission.

Considerable breadth is added to the educational experience of those students who choose the option of study with Adventist Colleges Abroad. With headquarters at the General Conference of Seventh-day Adventists, Adventist Colleges Abroad is a consortium of twelve North American colleges and universities providing an academic year designed to meet the needs of American students but located at denominational institutions in Europe.

Students whose mother tongue is a language other than English and who wish to major in their native language obviously begin with certain basic skills already achieved. These skills are reasonably expected to be at least equivalent to the intermediate level. Such students will be asked to demonstrate these skills through a qualifying examination which, when successfully completed, will constitute a waiver of the six inter-

mediate credits. These six credits are to be replaced by three hours of advanced English grammar (ENGL 218) and three hours from Masterpieces in Translation (INST 304), American or English literature, or American history. The foreign language major for students majoring in their mother tongue may thus be considered to consist of 30 hours but to include a waiver of six hours.

Students wishing the traditional major in German will plan their sophomore year at Bogenhofen, Austria. Those wishing the traditional major in Spanish will plan their sophomore year at Sagunto, Spain. The credits thus earned under the auspices of Adventist Colleges Abroad, added to those earned at Southern Missionary College, will provide the student with the number of credits required for the major. Those students not interested in the overseas study are referred to the "International Studies" program.

Major—German or Spanish: Thirty hours for the Bachelor of Arts degree excluding course 101:102 but including course 211:212.

Minor—French, German, or Spanish: Eighteen hours excluding course 101:102 but including course 211:212 and six hours of upper division courses. Inasmuch as advanced courses in French are not at present offered on this campus, the student desiring a minor in French must plan either a year in the Adventist Colleges Abroad program at Collonges, France, or two summer terms in an intensive language program previously approved by this division.

Major—International Studies: Thirty hours for the Bachelor of Arts degree including the following:

GRMN (or SPAN) 211:212 — Intermediate German (or Spanish)	6 hours
GRMN (or SPAN) 344 — Composition and Conversation	3 hours
GRMN (or SPAN) 354 — Culture and Civilization	3 hours
ENGL 445 — World Literature	3 hours
INST 304 — Masterpieces in Translation	3 hours
ART 345 (or MUHL 315) — History of Art (or History of Music — 4 hours)	3 hours
HIST 378 (or 354) — Modern Europe (or History of Latin America)	3 hours
Additional hours from language and literature, world geography, a second foreign language, or ART 345 or MUHL 315 (whichever is not taken above)	6 hours*

*Students desiring certification in German (or Spanish) must take these six hours in that language. Cognate requirement: In fulfilling the general education requirements in Religion, the student will include RELT 368, World Religions (3 hours).

TOTAL 30 hours

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Teaching Endorsement: The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

German		
GRMN 211:212	Intermediate German	6 hours
	German courses numbered above 212 .	<u>12</u> hours
	TOTAL	18 hours
Spanish		
SPAN 211:212	Intermediate Spanish	6 hours
	Spanish courses numbered above 212 .	<u>12</u> hours
	TOTAL	18 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

SPECIAL COURSES

INST 304. Masterpieces in Translation (D-2) 3 hours
A survey, team-taught, of great literary works from France, Germany, Spain, and Spanish America, from the seventeenth century to modern times. Students desiring a complete survey of world literature may first enroll for ENGL 445, World Literature, which covers the centuries up to the seventeenth. Applies toward general education requirements in literature but not toward the major in German or Spanish. (Spring, even years)

INST 295/495. Directed Study 2-6 hours
The content of this course will be adjusted to meet the particular needs of the individual student. Approval of the instructor must be obtained prior to registration for the course.

FRENCH

FREN 101, 102. Elementary French (D-1) 4,4 hours
A foundation course in the basic skills. May be waived by examination. Laboratory work is required. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level. (No credit may be earned for this course by students whose mother tongue is French.) FREN 101 is offered fall odd years; 102, spring even years.

FREN 211, 212. Intermediate French (D-1) 3,3 hours
Prerequisite: Entrance by standardized examination at required level. Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required. (No credit may be earned for this course by students whose mother tongue is French.) (FREN 211 is offered Fall even years; 212, Spring odd years.)

GERMAN

GRMN 101, 102. Elementary German (D-1) 4,4 hours

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level. (No credit may be earned for this course by students whose mother tongue is German.)

GRMN 211, 212. Intermediate German (D-1) 3,3 hours

Prerequisite: Entrance by standardized examination at required level.

Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required. The second semester, if enrollment permits, there will be two sections: (a) Literary Program, (b) Science Readings. (No credit may be earned for this course by students whose mother tongue is German.)

GRMN 344. Composition and Conversation (D-1), (W) 3 hours

Prerequisite: GRMN 211:212 or equivalent.

An intensive course aiming at proficiency in understanding and speaking, at a practical knowledge of stylistics, and at ability in free composition. (Not open to German-speaking nationals.) (Fall, even years)

GRMN 354. German Culture and Civilization 3 hours

The literary, artistic, intellectual, social, religious, economic, and political scene of present-day Germany, with a study of its development from the recent past. Offered fall odd years. (Credit for this course may be obtained through participation in the study tour conducted in May of even years.)

GRMN 355, 356. Survey of German Literature (D-2) 3,3 hours

A prerequisite for all subsequent literature courses; history and development of German literature; reading of representative works. (Course 355 is offered Fall even years; 356, Spring odd years.)

GRMN 358. German Romanticism (D-2) 2 hours

The poetry and prose of outstanding writers of this period from Holderlin to Heine. (Fall, odd years)

GRMN 445. German Classicism (D-2) 2 hours

A course offering a comparison of Goethe and Schiller, Goethe's Classical Period (1787-1805), Schiller's Classical Period (1787-1805), and Goethe's Old Age (1805-1832). (Spring, even years)

SPANISH

SPAN 101, 102. Elementary Spanish (D-1) 4,4 hours

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary

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level. (No credit may be earned for this course by students whose mother tongue is Spanish).

SPAN 211:212. Intermediate Spanish (D-1) 3,3 hours

Prerequisite: Entrance by standardized examination at a required level.

Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. At the discretion of the Division Chairman, this course may be closed to Spanish-speaking persons with three credits in secondary Spanish. Laboratory work is required. (No credit may be earned for this course by students whose mother tongue is Spanish).

SPAN 336. Masterpieces of Spanish Literature 3 hours

Prerequisite: SPAN 211:212 or equivalent.

History and development of Spanish literature; reading of representative works. (Spring, even years)

SPAN 344. Composition and Conversation (D-1), (W) 3 hours

Prerequisite: SPAN 211:212 or equivalent.

Development of skill in speaking, understanding, and writing idiomatic Spanish. (Not open to Spanish or Latin-American nationals.) (Fall, odd years)

SPAN 354. Hispanic Culture and Civilization 3 hours

Prerequisite: SPAN 211:212 or equivalent.

The social, religious, political, economic, artistic, and intellectual scene in the Spanish-speaking world. (Fall, even years)

SPAN 365. Spanish Linguistics 3 hours

Prerequisite: SPAN 211:212 or equivalent. Recommended: SPAN 344.

Introduction to the morphological, syntactic, and phonemic structure of the Spanish language. Practice in sounds, intonation, and transcription; remedial pronunciation drills. (Spring, odd years)

SPAN 436. Masterpieces of Spanish-American Literature (D-2) 3 hours

Prerequisite: SPAN 211:212 or equivalent.

History and development of Spanish-American literature; reading of representative works. (Spring, even years)

EDUCATION

EDUC 438. Methods of Teaching Modern Languages 2 hours

Prerequisite: Admission to Teacher Education.

Learning and teaching a foreign language, in both theory and practical application, with special attention to goals, planning, classroom techniques, selection and utilization of materials and aids, and evaluation of student performance. Four lectures each week of the first half of the first semester during the senior year.

(D-1), (D-2), (W) See pages 25-27.

DIVISION OF BUSINESS AND OFFICE ADMINISTRATION

Wayne VandeVere (Ch.), Phillip Brooks, Joyce Cotham, Helen Knittel,
Bill Richards, Cecil Rolfe, Dan Rozell, Jolene Zackrison

BUSINESS ADMINISTRATION

Major: Accounting: Forty-eight hours for the Bachelor of Science degree, including ACCT 121:122; 211:212; 318; BUAD 215, 315, 337, 338, 488; ECON 224, 225; SECR 315, plus ten additional hours in accounting. Cognate requirements: CPTR 101 or 125; MATH 314.

Major: Long-term Health Care: Forty-eight hours for the Bachelor of Science degree, including ACCT 121:122; BUAD 215, 231, 232, 234, 235, 315, 334, 337, 338, 497, 498; ECON 224, 225; plus a one-hour elective from the Division. Cognate requirements: CPTR 101 or 125 and MATH 314.

Major: Management: Forty-eight hours for the Bachelor of Science degree, including ACCT 121:122; 211:212; BUAD 215, 315, 326, 334, 337, 338, 414, 488; ECON 224, 225; SECR 315; plus five hours in Accounting, Economics and Business Administration. Cognate requirements: CPTR 101 or 125 and MATH 314.

Students preparing for the CPA examinations are advised to take ACCT 418:419—CPA Review Problems. Bachelor of Science degrees in accounting and management do not require a minor. However, a minor in mathematics or computer science is highly recommended.

Minor: Business Administration: Eighteen hours including ACCT 121:122; ECON 224, 225; and six hours of upper division courses in Accounting or Business Administration.

ASSOCIATE OF SCIENCE DEGREES

Major: Accounting: Thirty-one hours for the Associate of Science degree, including ACCT 121:122, 211:212, 318; BUAD 128, 337; ECON 224; plus six hours electives in Accounting, Economics and Business Administration. Cognates required: CPTR 101 or 125; SECR 115 or equivalent.

Business Administration

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Teaching Endorsements: The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

Bookkeeping

ACCT 121:122	Principles of Accounting	6 hours
	Accounting elective	4 hours
ECON 224 or ECON 225	Principles of Economics	3 hours
	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	19 hours

Business Law

ACCT 121	Principles of Accounting	3 hours
ECON 224 or ECON 225	Principles of Economics	3 hours
BUAD 337, 338	Business Law	6 hours
	Business elective	3 hours
BUAD 128 or SECR 315	Personal Finance (3)	3 hours
	Business Communications (3)	
	TOTAL	18 hours

Economics

ECON 224, 225	Principles of Economics	6 hours
	Economics electives	6 hours
	TOTAL	12 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

ACCOUNTING

ACCT 121:122. Principles of Accounting (G-2)	3,3 hours
A course in the fundamentals of accounting theory. (Fall, Spring, Summer)	
ACCT 211:212. Intermediate Accounting	3,3 hours
Prerequisite: ACCT 121:122.	
An advanced course in accounting principles and theory including prepara-	

tion of financial statements, intensive study and analysis of the classification and evaluation of balance sheet accounts and their related income and expense accounts. (Fall, Spring)

ACCT 316. Fund and Institutional Accounting 3 hours

Prerequisite: ACCT 121:122.

A course designed to provide an in-depth coverage of the concepts of fund accounting as they apply to governmental units and not-for-profit institutions including schools, hospitals, and churches. Considerable attention will be given to accounting principles as used by the various institutions of the Seventh-day Adventist Church. (Fall)

ACCT 317. Federal Income Taxes 4 hours

Prerequisite: ACCT 121:122.

A course designed to provide an explanation and training in the application of personal and corporate Federal income taxes to specific problems. Social Security taxes are also included. (Spring)

ACCT 318. Cost Accounting 4 hours

Prerequisite: ACCT 211 or permission of instructor.

A course in the general principles of cost accounting as they apply to the manufacturing process including job order, process costing, standard costs, direct costing, budgeting, cost analysis, and managerial applications. (Fall)

ACCT 415. Advanced Accounting 3 hours

Prerequisite: ACCT 211:212.

A course designed to study the problems concerned with consolidated financial statements, partnerships, business firms in financial difficulty, estates and trusts, foreign exchange, and segment reporting. (Spring)

ACCT 417. Auditing 4 hours

Prerequisite: ACCT 211:212.

A course designed to study auditing and its related types of public accounting work including generally accepted auditing standards, professional code of ethics of the AICPA, and auditing procedures. (Fall)

ACCT 418, 419. C.P.A. Review Problems 3,3 hours

Prerequisite: Permission of instructor.

A course designed to study accounting theory, auditing, accounting practice, and business law as exemplified by the official accounting pronouncements of the AICPA and FASB. (Fall, Spring)

ECONOMICS

ECON 224, 225. Principles of Economics (C-2) 3,3 hours

A survey course in the fundamentals of economics; the institutions, forces, and factors affecting production, evaluation, exchange, and distribution of wealth in modern society. (Fall, Spring)

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ECON 314. Money and Banking

3 hours

Prerequisite: ECON 224.

Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered. (Spring, odd years)

ECON 324. Comparative Economic Systems (C-2)

3 hours

A study of the characteristics and functions of economic systems. Analysis of alternative patterns of economic control, planning and market structure. Consideration of their theories and philosophies. This course is taught in alternate years. (Fall)

BUSINESS ADMINISTRATION

BUAD 128. Personal Finance (F-2)

3 hours

A course in basic economic concepts and business terminology and practices designed to provide the techniques to manage personal finances. Budgeting, consumerism, insurance, home ownership, and investments are included in the topics covered. (Fall, Spring, Summer)

BUAD 215. Statistics

3 hours

Prerequisite: MATH 104 or 105.

See Mathematics Department course listing. (Fall, Spring, Summer)

BUAD 231. General Administration of the

Long-Term Care Facility

3 hours

A study of management tools and techniques including theories of organization and management, mechanisms for planning, organizing, directing, and controlling. Includes review of licensing requirements, insurance, business law, human relations, public relations. (Fall)

BUAD 232. Technological Aspects of Long-Term Care

3 hours

A detailed study of the technical aspects of long-term care administration including a review of the history and philosophy of facilities, the relationship to other health care facilities in the total health care delivery system, and technically related medical relationships and services. (Fall)

BUAD 234. Financial Management of the

Long-Term Care Facility

3 hours

A review of techniques and interpretation of financial information for management decision-making in the long-term care facility. (Spring)

BUAD 235. Health Planning, Regulation, and Legislation

3 hours

A detailed course covering the planning for delivery of health services both at the systems level and at the organizational level. Implications of legislation to providers of health services: current policies, practices, and regulations including their financial impact. Includes contemporary issues in

health care administration, financing, organization, delivery, regulation, development and improvement of standards, and allocations of resources. (Spring)

BUAD 253. Real Estate Fundamentals **3 hours**

A study of real estate fundamentals including financing real estate, terminology in real estate transactions, origination and processing of loans, appraising fundamentals, and credit underwriting as each applies to single family properties and to commercial properties. (Fall)

BUAD 315. Business Finance (W) **3 hours**

Prerequisite: ACCT 211:212.

A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization. (Fall)

BUAD 326. Marketing **3 hours**

A study of the nature and functions of marketing. Includes marketing institutions, basic problems in the marketing of commodities and services, price policies, and competitive practices. (Spring)

BUAD 334. Principles of Organization and Management **3 hours**

A beginning course designed to study business management including an analysis of business policies viewed from the standpoint of the functional characteristics of the management process and current ethics. (Fall)

BUAD 337, 338. Business Law **3,3 hours**

A course designed to study the nature and social functions of law including social control through law and the law of commercial transactions and business organizations. (Fall, Spring)

BUAD 344. Personnel Administration **3 hours**

An introduction to the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at high levels. Among topics covered are selection, training, compensation and financial incentives, work standards, techniques of supervision and leadership. (Fall, Spring)

BUAD 347. Business and Government **3 hours**

A study of the ways in which business and economic life are shaped and directed by government. The legal framework within which business is conducted and the evolution of public policy toward business are examined. (Fall)

BUAD 414. Advanced Management (W) **3 hours**

Prerequisite: BUAD 334.

This course of study is designed to give the student experience in decision-making and problem-solving through the case method. The attention of the student is directed to defining, analyzing, and proposing alternative solutions to business problems from management's viewpoint. (Spring)

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BUAD 416. Cases in Managerial Finance (W) 3 hours

Prerequisite: BUAD 315.

A course designed to assist the student to put his theory of finance into a real world context through the use of case analysis. (Spring)

BUAD 425. Investment Analysis (W) 3 hours

Prerequisite: ACCT 121.

A practical, as well as a theoretical, approach is taken for the potential investor of institutional or personal funds through the use of problems, readings, and cases. Topics covered will include stocks and bonds in the security market, real estate, and fixed equipment investments. (Spring)

BUAD 488. Seminar in Business Administration 1 hour

This course will include the Eugene Anderson Lecture Series in business. Top men in their field will present lectures in insurance, real estate, finance, retailing, production management, etc. Attendance at ten lectures will be required. This course may be repeated for credit. (Spring)

BUAD 295/495. Directed Study 1-2 hours

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Division Chairman prior to registration. (Fall, Spring)

BUAD 497, 498. Long-Term Care Administration Internship

4,4 hours

A tailored program of management experience in a selected long-term care facility will include 400 clock hours of on-the-job experience. (Fall, Spring)

(C-2), (F-2), (G-2), (W) See pages 25-27.

OFFICE ADMINISTRATION

The courses in this area of study are designed to prepare students for secretarial and office management positions in denominational institutions, as well as in the business world.

All majors must arrange their total program with a teacher of Office Administration and have the program approved.

The student's program will be individualized. Approval will be granted if the program shows evidence of having both balance and diversity, if the program meets the needs of the student professionally, and if all general education and major requirements are fulfilled.

Major: Business Education: Forty-eight hours for the Bachelor of Science degree, including SECR 104, 114, 213, 214, 215, 216, 315, 317; ACCT 121:122; ECON 224; BUAD 337; SECR 355 or BUAD 334, plus

seven additional hours in Office Administration, Business Law, Marketing, or Personnel Administration. Cognate requirement: CPTR 101 or 125.

Those students wishing to receive teacher certification in Business Education must also satisfy the professional teacher education requirements. (See Education listing.)

Minor: Office Administration: Eighteen hours including SECR 214 and fifteen hours from courses in Office Administration, six of which must be upper division.

ASSOCIATE OF SCIENCE DEGREE IN OFFICE ADMINISTRATION

Major: Office Administration/Shorthand Option: Thirty-one hours for the Associate of Science degree, including SECR 104, 114, 115, 213, 214, 215, 216, 218, 317, 315 or 316* or 455**. Cognates required: ACCT 121.

*Those students who also elect the Medical Secretary emphasis must take BIOL 105 and SECR 326.

**Those students who also elect the Legal Secretary emphasis must take BUAD 337 and SECR 326.

Major: Office Administration/Non-Shorthand Option with chosen emphasis of Business, Medical, or Legal: Thirty hours for the Associate of Science degree, including SECR 115, 213, 214, 216, 218, 236, 317, 326, 315* or 316** or 455***; CPTR 101; plus two hours of electives in Office Administration. Cognate required: ACCT 121.

*Required for students who elect the Business emphasis.

**Students who elect the Medical Secretary emphasis must take BIOL 105.

***Students who elect the Legal Secretary emphasis must take BUAD 337.

CERTIFICATE IN CLERICAL WORK

One-year curriculum: Thirty-two hours are required for the certificate program, including SECR 213, 214, 216, and 218; SECR 219; ENGL 101:102; Physical Education, one hour; Religion, three hours; and electives sufficient to make a one-year total of 32 hours.

Teaching Endorsement: The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

Secretarial Practice

ACCT 121	Principles of Accounting	3 hours
ECON 224 or	Principles of Economics	3 hours
ECON 225		
SECR 105	Beginning Typewriting	2 hours
SECR 115	Intermediate Typewriting	2 hours
SECR 214	Advanced Typewriting	2 hours
SECR 114	Shorthand II	4 hours

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SECR 215	Shorthand III	5 hours
SECR 217	Secretarial Procedures	3 hours
	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	30 hours

Business Machines

ACCT 121	Principles of Accounting	3 hours
ECON 224 or 225	Principles of Economics	3 hours
SECR 218	Business Mathematics and Calculating Machines	2 hours
	Business electives	4 hours
	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	18 hours

Clerical or Office Practice

ACCT 121	Principles of Accounting	3 hours
ECON 224 or 225	Principles of Economics	3 hours
SECR 217	Secretarial Procedures	3 hours
	Business elective	3 hours
	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	18 hours

Shorthand

ACCT 121	Principles of Accounting	3 hours
ECON 224 or 225	Principles of Economics	3 hours
SECR 114	Shorthand II	4 hours
SECR 215	Shorthand III	5 hours

	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	21 hours

Typewriting

ACCT 121	Principles of Accounting	3 hours
ECON 224 or 225	Principles of Economics	3 hours
SECR 105	Beginning Typewriting	2 hours
SECR 115	Intermediate Typewriting	2 hours
SECR 214	Advanced Typewriting	2 hours
	Two of the following three areas for a total of	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Personal Finance (3)	
SECR 315	Business Communications (3)	
	TOTAL	18 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

SECR 104. Shorthand I (G-2) 4 hours

This course presents the fundamental principles of Gregg Shorthand, Diamond Jubilee Series, using the individual progress method. Reading and writing of shorthand outlines and longhand transcription are emphasized. Five class periods a week. (Fall)

SECR 105. Beginning Typewriting (G-2) 2 hours

Five class periods each week. One hour of laboratory a week is required. Basic keyboard fundamentals; development of manipulative techniques; development of speed and accuracy on straight copy material and problems; introduction to business letters; simple tabulation. For students with no previous training in typewriting. Students with one year of high school typewriting receive no credit. Thirty-five words a minute for five minutes is required. (Spring)

SECR 106. Typewriting Production and Review 1 hour

Prerequisite: One year of high school typing or equivalent.

Second nine weeks of semester. Development of speed and accuracy on straight copy and problems; review of simple business letters, tabulation, and basic typing skills. (Spring)

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SECR 114. Shorthand II (G-2)

4 hours

Prerequisites: SECR 105 or high school equivalent, and SECR 104 or consent of instructor.

A continuation of individual progress instruction in which students progress at their own rates in building shorthand skill. Transcription on the typewriter is introduced with increased emphasis on speed building. Five class periods a week. (Spring)

SECR 115. Intermediate Typewriting (G-2)

3 hours

Prerequisite: SECR 105 or equivalent.

Three class periods plus additional laboratory time each week. Continuation of SECR 105; improvement of basic skills; business letter production; tabulated reports; manuscripts; special business forms. Students with two years of high school typewriting receive no credit. Normally the section taught during the first semester is for majors only. (Fall, Spring)

SECR 203. Business English

3 hours

An intensive study of elementary grammar, punctuation, vocabulary, spelling, and word usage as necessary tools for effective written and spoken communications. (Fall)

SECR 213. Records Management

2 hours

Basic principles and procedures of control and storage of records. A simulation involving a study of rules for alphabetic filing and projects on five methods of filing. A study of the criteria by which records are created, stored, and transferred. (Fall)

SECR 214. Advanced Typewriting (G-2)

3 hours

Prerequisite: SECR 115 or equivalent.

Three class periods plus additional laboratory time each week. Preparation of final copy from rough drafts; typing of financial statements; complex statistical and tabulated reports, and representative problems from technical and professional offices. (Fall, Spring)

SECR 215. Shorthand III and Transcription

4 hours

Prerequisites: SECR 114 and 214.

Additional development of shorthand skill with emphasis on the mailable transcript. Includes speed building, with minimum speed requirement at 90 words per minute for three minutes with 95× accuracy. Five class periods a week. (Fall, Summer)

SECR 216. Word Processing

3 hours

Prerequisite: ENGL 101:102 and previous or concurrent enrollment in SECR 214.

Development of skill in using voice transcribing machines, the IBM Mag Card/A Typewriter, and duplicating equipment of master and stencil processes. (Fall, Spring)

SECR 218. Business Mathematics and Calculating Machines (G-2)**2 hours**

The electronic calculator is used to solve common business problems which include: basic arithmetic operations, fractions, percentage, interest, discounts, merchandising, payrolls, depreciation and the use of credit. (Fall, Spring, Summer)

SECR 219. Offset and Printing Operations**2 hours**

This is a "hands-on" approach to the lithographic offset process. The laboratory will give the student actual operating experience with process stripping, plate making, and a variety of offset press equipment. One hour of lecture and three hours of laboratory each week. (Fall, Spring)

SECR 315. Business Communications (W)**3 hours**

Prerequisite: ENGL 101:102.

A study and application of the modern practices in oral and written business communications. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business-letter writing. (Spring, Summer)

SECR 316. Medical Terminology**3 hours**

Prerequisite: SECR 214; BIOL 105.

A study of medical terms—their pronunciation, spelling, and meaning, and their application to medical secretarial work. (Fall)

SECR 317. Secretarial Procedures**3 hours**

Prerequisite: SECR 213; 214.

A study of office techniques and procedures used by the secretarial worker. These include communication services, reception duties, and other frequently performed office procedures. Professional appearance, grooming, office etiquette, and human relations are also emphasized. (Spring)

SECR 326. Advanced Voice Transcription**3 hours**

Prerequisite: SECR 214; 216.

Continued skill in the use of voice transcribing equipment, with one emphasis chosen: medical, legal, or business. Two class periods, two laboratories per week. (Spring)

SECR 355. Business and Office Management (W)**3 hours**

Major emphasis is placed on application of business management principles to the problems of the businessman and on the organizing of business and secretarial offices. Attention is given to the training of office employees, selection of equipment, and flow of work through the office. Taught in alternate years. (Fall)

SECR 455. Legal Procedures and Terminology**3 hours**

Pre- or Co-requisite: SECR 214.

A course designed to acquaint students with legal terminology, the preparation of legal documents, court procedures and management of the legal office. (Fall)

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SECR 465. Applied Office Practice

1-2 hours

For Office Administration majors and prospective business teachers. This course is based on an activity program which provides practical experience in representative types of office situations. Students wishing emphasis in the medical office area will be placed in a medical organization to receive this experience. (Spring)

SECR 295/495. Directed Study

1-2 hours

Prerequisite: Open only to seniors majoring in Office Administration.

Problems are assigned according to the experience and interests of the student. (Fall, Spring)

EDUCATION

EDUC 438. Methods of Teaching Business

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year. (Spring)

(G-2), (W) See pages 25-27.

DIVISION OF EDUCATION AND HUMAN SCIENCES

Gerald Colvin (Ch.), Thelma Cushman, Brad Davis, Charles Davis, Roy Dingle, C. Garland Dulan, Ed Lamb, William Pearson, Desmond Rice, Cyril Roe, Everett Schlisner, Jeanette Stepanse, Sue TeHennepe, Alice Calkins Williams, Steve Zimmerman

BEHAVIORAL SCIENCE

Gerald Colvin, Brad Davis, Garland Dulan,
Ed Lamb, Steve Zimmerman

The student of human behavior may span the full scope of endeavor open to mankind—mental, physical, and spiritual. He perceives man as once perfect, but now fallen from his original state. Through experimentation, field study, review, and the aid of the Holy Spirit, the behavioral scientist becomes better able to predict and understand individual and group behavior. Always uppermost in his goals is the proper stewardship of the wisdom flowing from the mind of God.

Those who anticipate employment or graduate study in guidance, law, occupational therapy, personnel work, psychology, social work, sociology or anthropology should consider a major in a Behavioral Science emphasis or Psychology. Those interested in becoming school counselors or dormitory deans will want to certify in a teaching field and take EDUC 355. Registered nurses should find a major in Behavioral Science a timely preparation for public health or psychiatric nurses' work. In most cases, to achieve a professional level in these fields the student must seriously consider further preparation at the graduate level.

Major: Thirty hours for the Bachelor of Arts in Psychology, including PSYC 124, 126, 127, 225, 315, 385, 415, and 484. Cognate requirements are BHSF 215, 356, 394, SOCI 125, and three hours in biology. Courses in computer and biological science are recommended.

Major: Forty-five hours for the Bachelor of Science degree in Behavioral Science with a 23-hour emphasis in Family Studies, Psychology, Social Work, or Sociology, including core requirement courses BHSF 115, 356, 394, 485; PSYC 124, 126, 315; SOCW 221, 222; SOCI 125,

Behavioral Science

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223, 424. Cognate requirements are three hours in biology and three hours in economics. Besides these, further requirements for the specific emphases in the Behavioral Science major are:

Family Studies emphasis: This emphasis includes PSYC 127; SOCI 295 or 495, 365; HMEC 147, 201, 202. Remaining course-work will normally be chosen from the following courses: BHSF 356; NRSG 204; PSYC 225, 367, 377; SOCW 375, 485.

Psychology emphasis: This emphasis includes PSYC 367, 385, 415 and 484.

Social Work emphasis: This emphasis includes SOCW 314, 435 (maximum hours), and 295 or 495.

Sociology emphasis: This emphasis includes SOCI 427 and 295 or 495.

The student contemplating graduate study should take as many hours as possible in the area of his emphasis.

Minor: Behavioral Science. Eighteen hours selected from any Behavioral Science areas and including PSYC 124, SOCW 221, and SOCI 125, with a minimum of six hours of upper division Behavioral Science classes.

Minor: Family Studies. Eighteen hours including HMEC 147, 201, 202, SOCI 365, PSYC 126, 127, and five hours to be selected from the following: SOCI 223, SOCI 495, SOCW 375, SOCW 485, HMEC 146, HMEC 415, NRSG 204.

Minor: Psychology. Eighteen hours including PSYC 124, 126, 225, 315, and 385.

Minor: Sociology. Eighteen hours including SOCI 125, 424, and 427.

BEHAVIORAL SCIENCE FOUNDATIONS

BHSF 115. Orientation to the Behavioral Sciences **1 hour**

An examination of career choices, training requirements, employment trends in the behavioral sciences. Career and academic guidance will be provided for each student. Some visitations and interviewing asked of students. (Fall, Spring, Summer)

BHSF 215. Statistics **3 hours**

Prerequisite: MATH 104 or two years of high school algebra.

See Mathematical Sciences course listing. (Fall, Spring, Summer)

BHSF 356. Tests and Measurements **2 hours**

An evaluation of classroom learning and teacher-made tests as well as an overview of selected ability, achievement, interest, and personality tests. Principles of effective test construction and selection are studied, particularly as they apply to sampling, validity, reliability, and norming. (Fall, Summer)

BHSF 394. Research Methods

3 hours

An introduction to common research design and methodology in laboratory and non-laboratory settings. Both experimental and field research designs and analysis techniques will be included. (Fall)

BHSF 485. Behavioral Science Seminar

1 hour

Prerequisite: BHSF 394.

A discussion of problems and issues related to the behavioral sciences. One hour discussion each week with individual students assigned primary report responsibilities for each class period. A term report/paper is required. Open only to Behavioral Science and Psychology majors during their junior or senior year. (Spring)

PSYCHOLOGY

PSYC 124. Introduction to Psychology (F-1)

3 hours

A beginning course in the basic principles and concepts of psychology. Attention given to the concepts of Christian psychology. Recommended as a preliminary to other courses in the field. (Fall, Spring, Summer)

PSYC 126. Developmental Psychology I (F-1)

2 hours

A basic course in growth and development. Examines the prenatal and newborn periods, infancy, early and late childhood. Stresses such topics as natural childbirth, bonding, and breastfeeding. Child observation required. (Fall, Spring, Summer)

PSYC 127. Developmental Psychology II (F-1)

2 hours

The course closely examines the life stages from youth through old age. Because medical progress has extended human life expectancy, attention is focused upon the psychological influence of home/institution environment on the aging process. Observation for an appropriate stage of development or decline is required. (Fall, Spring)

PSYC 224. Social Psychology (F-1)

3 hours

Study of human behavior as affected by group living. Dynamics of groups, social roles, communication, and mass behavior are focuses of consideration. Credit applicable for either psychology or sociology emphasis, but not for both. (Spring)

PSYC 225. Psychology of Personality (F-1)

3 hours

A systematic study of the development, dynamics, and structure of personality. Methodology and theory are studied in relation to personality development. (Fall)

PSYC 315. Abnormal Psychology (F-1)

3 hours

Prerequisite: PSYC 124 or 126.

A study of the etiology of pathological behavior and the factors of good adjustment and mental health. (Spring)

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- PSYC 316. Educational Psychology (F-1)** 3 hours
(See Education section listings.)
- PSYC 344. Personnel Administration** 3 hours
(See Business and Office Administration Division listings.)
- PSYC 367. Adolescent Psychology (F-1)** 2 hours
The determinants and implications of behavioral characteristics and developmental patterns during adolescence. Content will include the psychological and social dynamics underlying the attempted resolution of crises and tasks specific to adolescents in modern society. (Spring)
- PSYC 377. Fundamentals of Counseling (F-1)** 3 hours
Recommended: One course in Psychology.
This is an introduction to the major theories and practices of individual counseling. The dynamics of the helping relationship are analyzed. (Fall)
- PSYC 385. Religious Psychology (F-1)** 3 hours
Examination of the philosophical assumptions of modern science and modern psychological theory. The evaluation of various personality and counseling theories in light of the Christian image of man. Covers religious motivation, religious experience, religiosity, nonbelief, the nature and reality of the spiritual, and the importance of absolutes. Includes applications of Biblical psychology to Christian counseling. (Spring)
- PSYC 415. History and Systems of Psychology (F-1), (W)** 3 hours
Prerequisite: PSYC 124.
Philosophical and historical backgrounds of psychology leading to a consideration of contemporary schools and systems of psychology. (Fall)
- PSYC 424. Group Dynamics (F-1)** 3 hours
Principles and procedures in group process. The dynamics of group cohesiveness, pressures, standards, motives, goals, performance, and structure. Attention given to effectiveness in group organization, design, and participation. (Spring, even years)
- PSYC 484. Experimental Psychology (F-1)** 3 hours
Prerequisites: BHSF 394.
The application of experimental methods of research in psychology. Selection of a topic, literature review, design, and data collection. Proposals and independent student research projects required. Two lectures and one laboratory per week. (Spring)
- PSYC 495. Directed Study (F-1), (W)** 1 hour
Prerequisite: BHSF 394.
Individual research work open only to psychology majors or behavioral science majors. Approval must be obtained from the division head prior to registration. (Fall, Spring)

SOCIAL WORK

SOCW 221. Social Welfare I (F-1)

3 hours

An introduction to the field of social welfare. Programs are viewed from both historical and philosophical perspectives. An examination of agencies and organizations in which social work is practiced. Off-campus visits to several agencies are required. (Fall)

SOCW 222. Social Welfare II (F-1)

3 hours

Prerequisite: SOCW 221 or permission of the instructor.

The impact of cultural, economic, political and social forces upon social welfare policies and programs is analyzed. An overview of intervention models and methods. (Spring)

SOCW 295/495. Directed Study

1-3 hours

Prerequisite: SOCW 221 or permission of the instructor.

Study of special topics pertinent to the field of social work. Content will vary among such topics as child welfare, income maintenance, values and ethics of social work practice, etc. The selected topic is pursued for the entire semester. This course can be repeated for credit for a total of not more than three hours credit. (Fall)

SOCW 314. Social Work Methods (W)

3 hours

Prerequisites: SOCI 125 and SOCW 221, 222.

A course oriented toward problem-solving technologies used in working with individuals, groups, and communities. Considers resolving social problems through an effective battery of social welfare activities. Diagnostic assessments of the person-problem-situation, ego supportive procedures, and problem-solving processes are emphasized. (Fall)

SOCW 375. Introduction to Family Intervention

3 hours

Prerequisite: SOCI 223 or SOCI 365 or permission of the instructor.

An introduction to the various theoretical orientations of family intervention. The family is viewed as a unit, with focus on programs and crisis techniques designed to maintain and re-establish family equilibrium. Taught in alternate years.

SOCW 435. Social Work Practicum

4 hours

Prerequisite: SOCW 314.

This course provides opportunity for students to apply the combined techniques of casework, group work, and/or community organization through direct participation in the social service delivery system. Through his participation the student becomes familiar with agency structures, functions, and programs. A minimum of 175 hours will be spent working in an agency setting for each four hours of course credit. Course may be repeated once. (Fall, Spring, Summer)

SOCW 485. Marriage Enrichment Seminar

1 hour

This course is designed to help couples cope with crises, communicate more effectively, re-define common values, and create programs for realizing

spiritual goals. Credit applicable for specific emphasis in social work or sociology. (Fall, Spring)

SOCIOLOGY

SOCI 125. Introduction to Sociology (F-1) 3 hours

A scientific approach to the analysis of the social world. Consideration is given to the dynamic nature of social structures and processes. Special emphasis is given to basic terms. (Fall, Spring, Summer)

SOCI 223. Marriage and the Family (F-2) 2 hours

A course in the ethics of human relationships, including the place of the family in society and the Christ-centered approach to marital and familial conflicts. (Fall, Spring)

SOCI 224. Social Psychology (F-1) 3 hours

(See Psychology area listings.)

SOCI 295/495. Directed Study (F-1) 1-3 hours

Prerequisite: SOCI 125 or permission of the instructor.

Study of special topics pertinent to the area of sociology. Content will vary among such topics as the sociology of women, social conflict and change, Black America, the sociology of education, etc. The selected topic is pursued for the entire semester. This course can be repeated for credit for a total of not more than three hours credit. (Spring)

SOCI 328. The Community (F-1) 3 hours

Examination of the social structure and interaction patterns of communities, both rural and urban. The history of community development, particularly urbanization and its effect on society. (Fall, odd years)

SOCI 356. Minorities in America (F-1) 3 hours

(See History listings under Division of Arts and Letters.)

SOCI 365. Family Relations (F-2) 3 hours

A sociological analysis of family structures and functions. Attention will be given to courtship, family organization and interaction, family disorganization and reorganization, and the post-parental family. Emphasis will be given to findings of recent family studies. (Fall, even years)

SOCI 374. Criminology (F-1) 3 hours

This course emphasizes the scientific study of crime as a social phenomenon, of criminals, and of penal treatment. The relationship of law and crime to other trends in the social order. Research in prevention and treatment of crime. (Fall)

SOCI 424. Contemporary Social Problems (F-1) 3 hours

Attention is given to the major forces shaping cultural and subcultural changes today. Changes are particularly viewed as to their effectiveness in bringing about group and mass adjustment. (Spring)

SOCI 425. Social Foundations of American Education (F-1) 2 hours
(See Education listings.)

SOCI 427. Sociological Theory Development (F-1), (W) 2 hours
Prerequisite: SOCI 125.

This course focuses on the emergence of sociology as a systematic discipline. A critical analysis of sociological theory is made from 1850-1920, including Comte, Tocqueville, Spencer, Marx, Weber, Durkheim, Simmel, and Pareto. (Spring)

(F-1), (F-2), (W) See pages 25-27.

EDUCATION

Gerald Colvin, William Pearson, Desmond Rice,
Cyril Roe, Everett Schlisner, Jeanette Stepanske

College Methods and Student Teacher Supervisors: Joyce Cotham, Thelma Cushman, Charles Davis, Robert Garren, Floyd Greenleaf, Edgar Grundset, Wayne Janzen, Wilma McClarty, Donald Moon, Robert Morrison, Helmut Ott, Marvin Robertson.

The teacher education programs are founded upon a liberal arts demand for breadth and depth of knowledge and experience and on the idea that a teacher should be a good example in health, intellect, and character.

The Education program offers courses leading to the Bachelor of Science in Elementary Education with an optional endorsement for kindergarten teaching. Furthermore, in cooperation with other subject areas, the following secondary certification programs are available: Art, Bible, Business (Office Administration), English, Foreign Languages, Health and Physical Education, History, Home Economics (non-vocational), Industrial Arts, Mathematics, Music, and Science (Biology, Chemistry, and Physics).

Tennessee endorsement for School Librarian is available to all certified teachers.

Several states require the National Teachers Examination (NTE) for certification. It is highly recommended that teacher education students apply at the Testing and Counseling office to take the common area portion of this examination during the last semester of the senior year.

Accreditation

SMC's programs in teacher education are approved by the Tennessee State Board of Education, the Department of Education of the General

Conference of Seventh-day Adventists, the American Association of Colleges for Teacher Education, and the National Council for Accreditation of Teacher Education (NCATE).

SMC's teacher education programs prepare the individual for certification to teach in North American Seventh-day Adventist schools and public schools.

The student who completes SMC's approved program and is recommended for certification will have indicated on the transcript that his program was NCATE approved. This recognition provides virtually automatic certification in the following states:

Alabama	Maine	Pennsylvania
Arizona	Maryland	Rhode Island
Arkansas	Massachusetts	South Dakota
Colorado	Minnesota	Tennessee
Delaware	Mississippi	Texas
Florida	Missouri	Utah
Georgia	Nebraska	Vermont
Illinois	North Carolina	Washington
Indiana	North Dakota	West Virginia
Iowa	Oklahoma	
Kentucky	Oregon	

Each student will be responsible for determining additional courses required for certification in any state not listed above.

Application for state and denominational certification is made through the Teacher Certification Officer in the Office of Admissions and Records.

Aims

Courses in Education are offered to provide the necessary professional preparation to meet certification requirements for public and church-related kindergarten, elementary, and secondary classroom teaching, to afford a general understanding of the school as a social institution for those entering services other than teaching, and to serve as preparation for graduate programs.

Requirements

The criteria for admission to Teacher Education, outlines of teaching majors in secondary education, and policies and procedures related to student teaching may be obtained from the Division Secretary in Summerour Hall. Outlines of teaching majors in secondary education are also listed in the CATALOG under the respective academic divisions.

I. ADMISSION TO THE TEACHER EDUCATION PROGRAM

- A. Prior to the end of the sophomore year, the student will file a formal application. This applies to both elementary and sec-

ondary teacher education candidates. Transfer students later than the sophomore year will file an application the first semester in residence.

- B. Teacher education institutions are charged with the responsibility of assuring that students approved for entrance into teacher preparation programs demonstrate competency in the verbal and quantitative skills at an approved performance level. As a requirement for admission to the Teacher Education Program, all students must demonstrate this competency by obtaining a specific score on a standardized test approved by the State Board of Education.
- C. The Education faculty evaluate the candidates and recommend them to the Teacher Education Council. The Council will then admit competent individuals. To qualify, applicants must:
 - 1. Be in residence at the College.
 - 2. Have an overall grade point average of 2.00.
 - 3. Give evidence of competence in basic skills.
 - 4. Show evidence of physical, mental, and moral fitness.
 - 5. Indicate professional commitment at time of interview with the Education faculty.
 - 6. Have completed the following classes: EDUC 123 and 133.
 - 7. Have taken and passed the California Achievement Test (CAT) as a qualifying examination for entrance to the Teacher Education Program.
 - 8. Have taken the 16-Personality Factor Questionnaire.

II. ADMISSION TO PROFESSIONAL SEMESTER

- A. A formal application must be filed with the Division Chairman prior to the end of the junior year. A later application may delay the student teaching experience.
- B. Applicant's qualifications:
 - 1. All applicants must have completed the lower division professional education courses before they are admitted to the professional semester.
 - 2. Elementary education applicants must have a grade point average of at least 2.5 in the professional core and a 2.25 grade point average in required non-major subjects.
Secondary teacher education applicants must have a minimum grade point average of 2.5 in the professional core subjects and a minimum grade point average of 2.5 for subject area endorsements both overall and at SMC.
 - 3. All applicants must give evidence of good physical and mental health.

- 4. All applicants must adhere to the standards and objectives of Southern Missionary College and the teacher education program.
- 5. All applicants must be approved by action of the Education faculty and the Teacher Education Council.
- C. The student will be informed in writing as to his status in the teacher education program.

III. RETENTION IN THE TEACHER EDUCATION PROGRAM

- A. The progress of each prospective teacher will be reviewed after each nine-week period by the Division Chairman or a delegated member of the Education faculty.
 - 1. Criteria include:
 - a. Adequate academic progress including maintenance of the academic standard required for admission to the teacher education program.
 - b. Consistent personal representation of the standards and objectives of Southern Missionary College and the teacher education program.
- B. The teacher education faculty reserves the option to disqualify a person at any point in his teacher education program if it becomes evident that standards for admission are not being upheld. The student has the right to appeal any such decision through the Teacher Education Council with the Academic Dean in consultation.
- C. The required courses for graduation may be altered during the student's program at any time to meet revised certification standards of either the denomination or the state.

Elementary Education

1. Professional Education Requirements:

EDUC 123	Orientation to Teaching	1 hour
EDUC 133	Principles and Organization of Education .	3 hours
EDUC 230	Elementary Methods in Curriculum and Instruction: Art	2 hours
EDUC 231	Elementary Methods in Curriculum and Instruction: Music	2 hours
EDUC 240	Education for Exceptional Children and Youth	2 hours
EDUC 316	Educational Psychology	2 hours
EDUC 323	Social Foundations of American Education	2 hours
EDUC 332	Teaching of Reading	3 hours
EDUC 333	Developmental Reading	3 hours
EDUC 356	Tests and Measurements	2 hours

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|----------|---|----|-------|
| EDUC 418 | Learning Theory in the Classroom | 2 | hours |
| EDUC 443 | Classroom Competencies | 3 | hours |
| EDUC 453 | Elementary Methods in Curriculum
and Instruction: Mathematics | 2 | hours |
| EDUC 454 | Elementary Methods in Curriculum
and Instruction: Science and Health | 2 | hours |
| EDUC 455 | Elementary Methods in Curriculum
and Instruction: Bible | 2 | hours |
| EDUC 456 | Elementary Methods in Curriculum
and Instruction: Language Arts | 2 | hours |
| EDUC 457 | Elementary Methods in Curriculum
and Instruction: Social Studies | 2 | hours |
| EDUC 467 | Student Teaching, 1-8 | 10 | hours |
2. Required Cognates:
- | | | | |
|----------|-------------------------|---|-------|
| HLED 203 | Safety Education | 2 | hours |
| GEOG 204 | World Geography | 3 | hours |
| ENGL 218 | Advanced Grammar | 3 | hours |
| LIBR 325 | Library Materials | 3 | hours |
3. Endorsements—Elementary Education Majors:
- A. Kindergarten: Students desiring a kindergarten endorsement must include in their program of studies EDUC 426, 466, and PSYC 126.
- B. School Librarian: Students certifying in elementary education may receive the School Librarian Tennessee endorsement by including in their program of studies 18 hours of Library Science, LIBR 125, 226, 314, 325, 333, 416, 425.
4. Professional Semester:
- One semester of the senior year is a professional semester. Its required curriculum includes two of the following:
- First part of the semester:
- | | | | |
|----------|--|---|-------|
| EDUC 356 | Tests and Measurements | 2 | hours |
| EDUC 418 | Learning Theory in the Classroom | 2 | hours |
| EDUC 443 | Classroom Competencies | 3 | hours |
- Second part of the semester:
- | | | | |
|----------|------------------------|----|------|
| EDUC 467 | Student Teaching | 10 | hrs. |
|----------|------------------------|----|------|
- Because of time commitments during the professional semester, employment will not be permitted and additional course work will be by permission only.
- The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers.
- Correspondence credit will be accepted to the extent of one-fourth of the credit required for the certificate provided that no

more than four semester hours in education are applied on the professional education requirement. If personal circumstances demand a correspondence course, a petition must be filed with the Teacher Education Council and its approval obtained before registering for the course. The course must be completed and the grade filed in the Office of Admissions and Records before student teaching is begun.

5. Subject Matter Requirements:

- A. The Elementary Education student may elect to take a composite major consisting of a minimum of fifteen hours in each of four teaching fields (to be selected before being admitted to the teacher education program); or
- B. The Elementary Education student may elect to take a major and a minor in teaching fields represented in the elementary school curriculum. He should enlist the assistance of the Education faculty advisor early in his freshman year to work out his program of studies.

6. General Education Requirements for Elementary Certification:

- A. Academic Skills 10-11 hours
 1. English 6 hours
 ENGL 100 and 102 College Composition
 (if ACT score below 16)
 or
 ENGL 101 and 102 College Composition
 (if ACT score 16 or above)
 or
 ENGL 104
 2. Mathematics 4 hours
 MATH 100 Basic Mathematics
 MATH 204 Survey of Mathematics
- B. Religion 12 hours
 1. Biblical Studies 3-6 hours
 2. Religion 6-9 hours
 RELT 155 Christian Beliefs
 RELT 238 Adventist Heritage
- C. History, Political Science, and Economics 9 hours
 1. History 6 hours
 HIST 154 American History
 HIST 357 Modern America
 (3 hours of Civilization if no World History in high school)
 2. Political Science or Economics 3 hours
- D. Language, Literature, and Fine Arts 9 hours
 1. Foreign Language 0-4 hours

- 2. Literature 0-3 hours
- 3. Music, Art Appreciation 0-4 hours
- 4. Speech 3 hours
- E. Natural Sciences 12 hours
(May include Nutrition and Gardening)
 - 1. Biology 0-3 hours
 - 2. Chemistry 0-3 hours
 - 3. Physics 0-3 hours
- F. Behavioral, Family and Health Science 7 hours
 - 1. Behavioral Science 5 hours
 SOCI 223 Marriage and the Family
 SOCI 125 Introduction to Sociology
 - 2. Family Science
 - 3. Health Science
 HLED 173 Health and Life 2 hours
- G. Skills 7 hours
 - 1. Creative
 - 2. Practical 3 hours
 LIBR 325 Library Materials for Children
 - 3. Recreational 4 hours
 PEAC
 PETH 463 Physical Education in the Elementary School

SECONDARY EDUCATION

1. Professional Education Requirements: 24 semester hours.

The following are required courses:

- EDUC 123 Orientation to Teaching 1 hour
- EDUC 133 Principles and Organization of Education 3 hours
- EDUC 240 Education for Exceptional
 Children and Youth 2 hours
- EDUC 316 Educational Psychology 2 hours
- EDUC 323 Social Foundations of American
 Education 2 hours
- EDUC 356 Tests and Measurements 2 hours
- EDUC 437 Curriculum and General Methods 2 hours
- EDUC 438 Special Methods Grades 7-12 2 hours
- EDUC 468 Student Teaching Grades 7-12 2 hours
- OPTION: Take one of the following two courses:
 - PSYC 367 Adolescent Psychology 2 hours
 - EDUC 418 Learning Theory in the Classroom 2 hours

Students who are planning to be dormitory deans will need to take EDUC 355 and EDUC 415.

2. Professional Semester:

One semester of the senior year is a professional semester. Its required curriculum follows:

First Semester:

- Home Economics
- Industrial Education
- Modern Language
- Music
- Business and Office Administration
- Physical Education

Second Semester:

- Art
- Bible
- English
- History
- Mathematics
- Science

First part of the semester:

EDUC 437 Curriculum and General Methods	3 hours
EDUC 438 Special Methods Grades 7-12	2 hours
EDUC 356 Tests and Measurements	2 hours

Second part of the semester:

EDUC 468 Student Teaching Grades 7-12 (full day)	6 hours
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Because of time commitments during the professional semester, employment will not be permitted and additional course work should be greatly curtailed.

The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers.

Correspondence credit will be accepted to the extent of one-fourth of the credit required for the certificate provided that no more than four semester hours in education are applied on the professional education requirement. If personal circumstances demand a correspondence course, a petition must be filed with the Teacher Education Council and its approval obtained before registering for the course. The course must be completed and the grade filed in the Office of Records before student teaching is begun.

3. General Education Requirements for Secondary Certification:

If the student will follow the plan given below in the selection of his general education courses, he will fulfill the general education requirements for teacher certification on the secondary level. Other curriculum patterns could be used in fulfilling these requirements, especially for transfer students, but the student should consult the Division Chairman before deviating from the outline given below.

A. Academic Skills	10
1. College Composition	6
2. Mathematics	4
B. Religion	12
1. Biblical Studies	3-6
2. Religion, including RELT 238 Adventist Heritage and RELT 155 Christian Beliefs	6-9

C.	History, Political Science, and Economics	9
1.	History	6
2.	Economics or Political Science	3
D.	Language, Literature, and Fine Arts	12
1.	Foreign Language (intermediate only)	0-3
2.	Literature	0-3
3.	Music and Art Appreciation	0-4
4.	Speech	0-3
E.	Natural Sciences	6
1.	Biology	0-3
2.	Chemistry	0-3
3.	Physics	0-3
F.	Behavioral, Family, Health Science	6
1.	Behavioral Science, including EDUC 316 Educational Psychology	3
2.	Family Science	3
3.	Health Science, including HELD 173 Health and Life or NRSG 204 Family Health	2-3
G.	Skills	6
1.	Creative	0-2
2.	Practical	0-2
3.	Recreational	0-2

4. *Certification in Subject Fields:* Certification programs for the fields listed below have been approved by the National Council on Accreditation of Teacher Education (NCATE) and the State of Tennessee Department of Education. The student must earn 24 semester hours or the minimum listed for the field (whichever is more) in at least one area in an approved distribution of subjects. A list of the specific subjects required may be obtained from the Division Secretary or the Office of Records. The student may qualify for additional fields by earning the minimum number of hours listed in an approved distribution. In the areas of Business, Industrial Arts, Music, and Science there is an overlap of subject material. Guidance will be needed in setting up these programs.

NCATE APPROVED:

Art

Art 1-12 24 hours

Bible

Bible 12 hours

To qualify for a teaching certificate in religion, the course Special Methods in Religion is required of both those who major or minor in religion.

Education

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Business (Business Administration)	
Bookkeeping	19 hours
Business Law	18 hours
Economics	12 hours
Business (Office Administration)	
Business Machines	18 hours
Clerical or Office Practice	18 hours
Secretarial Practice	30 hours
Shorthand	21 hours
Typewriting	18 hours
English	
English	24 hours
Foreign Language	
German	18 hours
Spanish	18 hours
Health, Physical Education, and Recreation	
Health and Physical Education 1-12	24 hours
History	
History	18 hours
Home Economics (non-vocational)	
Home Economics	24 hours
Industrial Arts	
Drafting	30 hours
Industrial Arts	32 hours
Metals	32 hours
Power Mechanics	36 hours
Woods and Construction	32 hours
Mathematics	
Mathematics	18 hours
Music	
Instrumental Music	51 hours
School Music	44 hours
Science	
Biology	16 hours
Chemistry	16 hours
General Science	16 hours
Physics	16 hours
Librarian	
Librarian 1-12	18 hours
(Available only to students who qualify for elementary certification or in a subject matter field for secondary certification.)	

In order to qualify for Seventh-day Adventist denominational certification the student must earn either a major or a minor in the field he chooses.

ADDITIONAL TEACHING CERTIFICATES

In order for a person to obtain an additional teaching credential, the classwork for that credential may not be completed before the original credential is issued.

1. PROGRAM FOR ELEMENTARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR SECONDARY CERTIFICATION

Course	Hours
EDUC 332, Teaching of Reading	3 hours
EDUC 453, Elementary Methods in Curriculum and Instruction: Mathematics	2 hours
EDUC 454, Elementary Methods in Curriculum and Instruction: Science & Health	2 hours
EDUC 455, Elementary Methods in Curriculum and Instruction: Bible	2 hours
EDUC 456, Elementary Methods in Curriculum and Instruction: Language Arts	2 hours
EDUC 457, Elementary Methods in Curriculum and Instruction: Social Studies	2 hours
EDUC 467, Student Teaching, 1-8	3 hours
Subject matter areas, to be selected from the following courses:	
LIBR 325, Library Materials for Children	
PETH 463, Physical Education in the Elementary School	
GEOG 204, World Geography	
MATH 204, Concepts of Elementary Mathematics	
Other subject matter courses, as approved by the Education faculty and Division Chairman.	

2. PROGRAMS FOR SECONDARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR ELEMENTARY EDUCATION CERTIFICATION

1. Meet the State of Tennessee requirements for endorsement in at least one teaching field (this will vary from 18 to 51 hours).
2. A minimum of six semester hours of professional education including:
 - A. EDUC 437 or EDUC 438.
 - B. Any other courses designated by the Division of Education and Human Sciences.

3. Four semester hours of electives in addition to the Elementary Education degree requirements.

3. RECIPROCITY

1. Applicants who have completed programs in out-of-state institutions which are NCATE and NCSDETC approved will present their credentials to the State Department for certification.
2. SMC will accept credits for purposes of certification from institutions located in other states on the same basis on which the credits are accepted for certification by the state in which the institution is located.
3. In order to justify SMC's recommendation for certification, a minimum of one approved professional course and two hours of student teaching, completed at an acceptable performance level, both in residence, will be required of all applicants.
4. Applicants recommended to the state will simultaneously receive NCATE recognition.

4. APPROVED PROGRAM IMPLEMENTATION BY STATE BOARD OF EDUCATION

Procedures for securing SMC's recommendation for state certification of students from institutions located out of the state:

1. Application is made to the teacher certification officer accompanied by an official transcript and a recommendation from the institution.
2. Assessment of deficiencies will be made by the Teacher Certification Officer and approved by the Division and the Teacher Education Council.
3. The Teacher Certification Officer will inform the applicant.
4. A fee of twenty-five dollars (\$25) will be charged for this service, to be refunded upon completion of courses at SMC.

COURSES IN EDUCATION

EDUC 123. Orientation to Teaching

1 hour

An orientation to early childhood, elementary, and secondary teaching. Included will be a weekly seminar and two hours per week of field experiences including visits to schools, observation and participation in the classroom, involvement in school and community environment, introduction to professional literature, and attendance at professional meetings and organizations. (Fall, Spring)

EDUC 133. Principles and Organization of Education

3 hours

This course gives an overview of the principles, purposes, and organization of education. Emphasis is placed on the relationship of the student, parent,

teacher, administrator, and community in the development and operation of the school program. (Fall, Spring, Summer)

**EDUC 230. Elementary Methods in Curriculum
and Instruction: Art**

2 hours

Prerequisite: Admission to Teacher Education

A study of the aims, philosophy, and methods of teaching art on the various levels of the elementary school. Observation and participation in art activities with elementary students will be scheduled.

**EDUC 231. Elementary Methods in Curriculum
and Instruction: Music**

2 hours

Prerequisite: Admission to Teacher Education, MUCT 100 (or permission of instructor) or MUHL 115.

A course designed to prepare teachers to direct the music activities in the elementary classroom. The content includes appreciation, singing, playing, and rhythmic activities with attention to current methods including Orff, Kodaly, and movement education. Observation and participation in the music program of the elementary school is required. (Fall, Spring, alternate Summers)

EDUC 240. Education for Exceptional Children and Youth

2 hours

A course in the education of exceptional children which concerns itself with the wide range of factors contributing to the need for special education and the general plans for caring for these factors. (Fall, Spring, Summer)

EDUC 316. Educational Psychology (F-1), (W)

2 hours

Learning theories as related to teaching, developmental stages from birth to adult, motivation, and teaching the disadvantaged. Classroom experience may be required. (Fall, Spring, Summer)

EDUC 323. Social Foundations of American Education (F-1)

2 hours

An examination of past and contemporary philosophical and sociological factors in American education. Consideration will be given to contemporary multicultural social forces. (Fall, Spring, Summer)

EDUC 332. Teaching of Reading

3 hours

A study is made of the materials and methods used in teaching reading in the elementary grades. Two hours lecture and discussion, three hours laboratory work each week. (Fall, Summer)

EDUC 333. Developmental Reading

3 hours

Prerequisite: EDUC 332.

This course is designed to cover the stages of reading, upper elementary through the junior high school level. There is a concentration on comprehension and study skills, vocabulary development, functional reading assessment procedures including diagnosis and remediation, curriculum approaches to reading and teaching bilingual and exceptional children. (Spring)

EDUC 355. Administrative and Personnel Work of Deans 2 hours
A basic professional course in the administration of the school home. (Offered on demand.) (Spring)

EDUC 356. Tests and Measurements 2 hours
(See Behavioral Science Foundations course listing.) (Fall, Summer)

EDUC 415. Secondary School Homes Practicum 2 hours
Prerequisite: EDUC 355.
This course is designed to provide resident experience in secondary school home administration under the supervision of a successful dean. Usually taken concurrently with student teaching. (Fall, Spring)

EDUC 418. Learning Theory in the Classroom 2 hours
Prerequisite: EDUC 316 or permission of Division Chairman.
A study of the general factors which affect learning, making use of elements of instruction and principles of learning. Classroom participation through mini-teaches is required. (Fall, Spring, Summer on demand)

EDUC 426. Kindergarten Methods 3 hours
Designed to give the student an understanding of appropriate methods, materials, and strategies for teaching in preschool. Emphasis is given to application of the principles of child development and learning to promote harmonious physical, mental, social, and emotional growth. Observation and participation required. (Fall, Spring)

EDUC 437. Curriculum and General Methods, Grades 7-12 2 hours
Prerequisite: Admission to Teacher Education or permission of Division Chairman.
This course will include the secondary curriculum content—factors that influence change, the most important current practices, and critical curriculum issues facing educators today. It will provide general knowledge of current teaching methods, strategies of learning, and evaluation procedures. (Fall, Spring)

EDUC 438. Special Methods of Teaching, Grades 7-12 2 hours
Prerequisite: Admission to Teacher Education or permission of Department Chairman. Course EDUC 437 and EDUC 438 comprise a block and should be taken the same semester.
Student must have completed fifteen semester hours in the teaching area to qualify for admission.
The areas which offer methods courses are: Art, Bible, Business (Office Administration), English, Foreign Language, Health and Physical Education, History, Home Economics, Industrial Arts, Mathematics, Music, Science (Biology, Chemistry, and Physics).
The course will be offered the first half of that semester designated by the student's major department. The class will meet four class periods per week. Directed observation in selected schools and attendance at local professional meetings are considered part of this course.
Among the student's responsibilities will be the collection and organization

of a file of teaching materials, the preparation of lesson plans, and evaluation of textbooks. Directed observation in selected schools and attendance at selected local professional meetings are considered a part of the course. (Fall, Spring)

EDUC 443. Classroom Competencies 3 hours

This course provides opportunity for the student to develop skills and knowledge related to concepts of classroom organization and management, audio-visual aids and techniques, discipline, public relations and ethics. Although all school settings will be considered, emphasis will be given to small schools. Classroom experience may be required. (Fall, Spring, Summer on demand)

EDUC 453. Elementary Methods in Curriculum and Instruction: Mathematics 2 hours

Prerequisite: Admission to Teacher Education or permission of Division Chairman.

Includes curriculum organization, materials, methods, and instructional aids with emphasis on multi-grade classrooms. Attention is given to the sequential skill development and to changes in the mathematical contents, technology and pedagogy. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

EDUC 454. Elementary Methods in Curriculum and Instruction: Science and Health 2 hours

Prerequisite: Admission to Teacher Education or permission of Division Chairman.

Includes curriculum organization, methods, materials and equipment with emphasis on multi-grade classrooms. Techniques and materials are examined using basic principles of the scientific method. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

EDUC 455. Elementary Methods in Curriculum and Instruction: Bible 2 hours

Prerequisite: Admission to Teacher Education or permission of Division Chairman.

A course to develop teaching objectives, materials, and strategies in Biblical education with emphasis on the Christ-centered curriculum and integration of faith and learning. Special attention will be given to multi-grade classrooms. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

EDUC 456. Elementary Methods in Curriculum and Instruction: Language Arts 2 hours

Prerequisite: Admission to Teacher Education or permission of Division Chairman.

Curriculum organization, methods, materials and instructional aids with emphasis on multi-grade classrooms. Strategies for instruction in writing, spelling, grammar, literature and composition are developed. Observation and micro-teaching required. (Fall, Spring, Summer on demand)

EDUC 457. Elementary Methods in Curriculum and Instruction: Social Studies

2 hours

Prerequisite: Admission to Teacher Education or permission of Division Chairman.

A course to develop teaching objectives, instructional strategies, materials and methods when integrating social studies, geography and the worldwide mission of the church. Special attention will be given to multi-grade classrooms. Observation and micro-teaching required. (Fall, Spring, and Summer on demand)

EDUC 466. Student Teaching, Kindergarten

2-4 hours

Prerequisites: Admission to Teacher Education, EDUC 126, 316, 426, 435, 436.

This course is offered the first half of each semester and is available during the summer term to teachers with previous experience if suitable classes can be found. (Fall, Spring, Summer)

EDUC 467. Student Teaching, 1-8

10 hours

Prerequisite: Admission to Teacher Education, EDUC 316, 332, 435, 436.

This course is offered each semester and is available during the summer term to teachers with previous experience. The student will be assigned a half-day each week of classroom observation and participation the first half of the semester.

The second half of the semester will be used for full-time student teaching in on-campus or selected off-campus elementary schools. Group conferences of two periods each week will be scheduled. A minimum of two hours credit must be earned in residence.

Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned. (Fall, Spring, Summer)

EDUC 468. Student Teaching, Grades 7-12

6 hours

Prerequisite: Admission to Teacher Education, EDUC 316, 437, 438. Music majors must have completed MUPF 479.

This course is offered each semester and the summer session in selected areas. The student teachers will be assigned to the cooperating teacher at the beginning of the semester and will be expected to spend a minimum of three hours per week in observation and participation. These hours will count toward the required student teaching allotment. One-half semester of full time directed observation, participation and full-day classroom teaching is required in on-campus or selected off-campus secondary schools. Conferences of two class periods each week will be scheduled.

A minimum of two hours credit must be earned in residence by degree candidates. Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned. (Fall, Spring, Summer)

EDUC 475. Workshop in Education

1-3 hours

Preservice and experienced teachers are given opportunity to work under supervision on curriculum problems. (Fall, Spring, Summer)

EDUC 295/495. Directed Study

1-2 hours

This course permits the advanced student with adequate preparation to pursue independent study in special fields. (Fall, Spring, Summer)

READING

RDNG 206. Reading Improvement

2 hours

A course designed to teach students how to comprehend material at rapid reading rates. The goal is to triple reading rate and improve comprehension.

(F-1), (W) See pages 25-27.

HOME ECONOMICS

Thelma Cushman, Roy Dingle, Sue TeHennepe, Alice Calkins Williams

Home Economics programs are designed to prepare men and women for careers dealing with home and family life, food and nutrition, textiles and clothing, and teaching of non-vocational Home Economics in secondary and elementary schools.

Flexibility of programs allows a choice of concentration to fit the preparation needed for the chosen Home Economics profession.

Emphasis is placed upon the Seventh-day Adventist philosophy for home and family living and preparation for professional, church, and community leadership.

All Home Economics programs are planned with a member of the Home Economics faculty. Approval is then considered on an individual basis and is granted on the following conditions:

1. Compliance with graduation requirements as explained elsewhere in the CATALOG.
2. Fulfillment of the professional and individual needs of the student.
3. Embodiment of academic balance and continuity.

Major: Forty hours for the Bachelor of Science degree in Home Economics including FDNT 125, 126, 127, 317, 325; HMEC 146, 147, 148, 164, 165, 166, 201, 202, 349, 415, 485. Cognate requirements: PSYC 127, NRSG 204.

Home Economics majors and candidates for secondary certification are required to attend two approved professional meetings each semester.

Minor—Home Economics: Eighteen hours, six hours of which must be upper division.

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Minor—Foods and Food Service: Eighteen hours including six hours of upper division. Open to all including Home Economics majors.

Teaching Endorsement Requirements:

Foods and Nutrition courses	8 hours
Textiles and Clothing courses including HMEC 315 ...	8 hours
Home Management courses including HMEC 146	8 hours

Total 24 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.



ASSOCIATE OF SCIENCE DEGREE

Home Economics: The purpose of the two-year curriculum is to prepare the student for a successful family experience as well as for service to his community. All specified courses will apply toward a Bachelor's degree in Home Economics.

Major: Twenty-four hours including courses FDNT 125, 126, 127, 317; HMEC 146, 147, 148, 165, 201, plus electives to make a total of 24 hours in Home Economics; NRSG 204; general electives to make a total of 64 semester hours.

Home Economics majors and candidates for secondary certification are required to attend two approved professional meetings each semester.

ASSOCIATE OF TECHNOLOGY DEGREE IN FOOD SERVICE

The purpose of the two-year associate of technology program is to provide the student with advanced skills in institutional food service production operations including management of special functions. In addition to the requirements for the one-year certificate program, the student must complete FDNT 125, 126, 239, 219 (six hours), 317; B-1 or B-2 (three hours); ENGL 105; PSYC 124 or 126, 127; and electives for a total of 64 semester hours. Work experience in the food service and/or bakery is required.

CERTIFICATE PROGRAM IN FOOD SERVICE PRODUCTION

The purpose of the one-year certificate program is to provide the student with the basic production skills necessary for institutional food service. Course requirements are FDNT 111, 112, 113, 114, 127, 129, HMEC 146 or BUAD 128; SPCH 136; MATH 100 (or waiver); B-1 or B-2 (three hours), and electives to complete a total of 32 semester hours. Work experience in food service is required.

FOODS AND NUTRITION

FDNT 111:112. Principles of Quantity Food Service I, II 2,2 hours

Classroom instruction in physical and chemical principles of institutional food preparation, to include the principles of sanitation and safety. (Fall, Spring)

FDNT 113:114. Quantity Food Service Production Laboratory 2,2 hours

Prerequisite or corequisite: FDNT 111:112.

Experience in food service production operations to illustrate and apply the principles presented in lectures of FDNT 118:119. Three five-hour laboratory periods each week. (Fall, Spring)

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FDNT 118:119. Quantity Food Service I, II **3,3 hours**

Basic food production techniques including entree, vegetable, salad, beverage, and dessert production. Physical and chemical principles of food production and the principles of sanitation and safety will be studied. Two lectures and two and one-half hours of laboratory each week. (Fall, Spring)

FDNT 125. Nutrition (F-3) **3 hours**

An introduction to the basic principles of human nutrition. Includes study of the nutrients and the requirements for different age groups and normal physiological conditions. Attention will be given to religious and sociological influences, taking particular note of the counsel of Mrs. E. G. White. (Fall, Spring)

FDNT 126. Foods (G-2) **2 hours**

Basic principles of food science including food composition, food selection, and physical and chemical principles of food preparation. Two hours of lecture each week. Home economics majors must take concurrently with FDNT 127. (Fall)

FDNT 127. Food Preparation (G-2) **1 hour**

Principles of quality food preparation. Efforts will be made to meet the specific needs and interests of the group. One three-hour discussion and laboratory per week. Home economics majors must take concurrently with FDNT 126. (Fall, Spring)

FDNT 129. Institutional Baking Techniques **3 hours**

Lecture and experience in principles of commercial institutional bakery production and operation, including purchasing, equipment layout, maintenance, and sanitation. One hour of lecture and five hours of laboratory each week. May be repeated once. (Fall)

FDNT 219. Advanced Food Service Production **3 hours**

Prerequisites: FDNT 118:119.

Lecture and experience in recipe development, menu planning, and management of banquets and special functions. One hour of lecture and five hours laboratory each week. May be repeated once. (Fall)

FDNT 239. Advanced Institutional Baking Techniques **3 hours**

Prerequisite: FDNT 129

Lecture and laboratory experience in advanced principles and techniques of commercial and institutional bakery production and operation. One hour lecture and five hours of laboratory each week. (Spring)

FDNT 317. Meal Management (G-2) **3 hours**

Prerequisites: FDNT 125, 126, 127, or approval of instructor.

Experience in planning, costing, and serving meals to family-sized groups; problems in consumer economics and art of home food service. Two lectures and three hours of laboratory each week. (Spring)

***FDNT 325. Demonstration Techniques** **2 hours**

Prerequisites: FDNT 125, 126, 127, or approval of instructor.

Designed to present purposes, standards, and techniques of demonstrations

with application to teaching, business, and conducting cooking schools for adult groups. There will be a fee for supplies. This course is taught in alternate years. (Spring)

FDNT 328. Foods and Nutrition Seminar **1 hour**
Studies in a variety of current topics relating to foods and nutrition. Topics, announced in advance, will be chosen to meet student need and interest. (Spring)

FDNT 424. Food Service Management **3 hours**
Prerequisites: FDNT 118:119.
Basic principles of food service management, personnel relations, layout, and equipment selection and maintenance. Application and extension of the principles learned in Quantity Food Service. Two one-hour lectures and two and one-half hours of laboratory each week. This course is taught in alternate years. (Spring)

HOME MANAGEMENT

HMEC 146. Consumer Economics (F-2) **2 hours**
A basic course in consumer education from the standpoint of purchasing and money management as related to the home and its personal needs. (Spring)

HMEC 147. Management (F-2) **2 hours**
A study of family problems and goals with emphasis on management of personal and family resources. (Fall)

HMEC 148. Orientation **1 hour**
Orientation in the areas of Home Economics and a study of the field in terms of history, philosophy, and professional opportunities. Must be taken by all Home Economics majors no later than the sophomore year. (Fall)

HMEC 201. Parenting I (F-2) **2 hours**
A basic course in preparation for parenthood and the dynamics of parent-infant interaction. Particular emphasis will be given to family planning, the childbirth experience, and care of the infant. (Fall)

HMEC 202. Parenting II (F-2) **2 hours**
An examination of a variety of specific techniques for developing communication and working relationships between parents and children. Discussion of common problems of young children and of methods of modifying behavior. Special emphasis will be given to discipline, communication skills, and understanding and relating to children's individual characteristics. (Spring)

HMEC 244. Household Equipment (G-2) **2 hours**
Evaluation, use, and care of household appliances and equipment. This course is taught in alternate years. (Spring)

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HMEC 349. Decorating and Furnishing the Home (F-2) 3 hours

A basic design course dealing with the principles of applied art in the home. Two class hours and three laboratory hours. (Spring)

HMEC 354. Home Management Seminar 1 hour

Studies in a variety of current trends relating to home management. Topics, announced in advance, will be chosen to meet student need and interest. (Spring)

HMEC 415. Practicum in Home Management 2 hours

Prerequisites: Twenty hours in Home Economics including HMEC 147 and 349, and FDNT 317, or approval of the Division Chairman.

Experience in solving problems of family living. Laboratory will include personal management as well as working in the community. Registration required at the division office one semester in advance. (Spring)

TEXTILES AND CLOTHING

HMEC 164. Textiles (G-2) 3 hours

A study of basic fibers and weaves including properties, construction, selection, uses, and care of textile fabrics. Three one-hour lectures per week. (Fall)

HMEC 165. Basic Clothing (G-2) 2 hours

Basic principles of clothing construction as applied to individual garments. Three hours combination lecture/laboratory each week. Three hours of outside sewing experience each week. (Spring, Fall)

HMEC 166. Intermediate Clothing (G-2) 2 hours

Principles of wardrobe planning, selection, and care for the individual. Emphasis is given to the relationship of the art principles to clothing. Two lectures and two hours of outside sewing per week. (Spring)

HMEC 313. Dress, Culture, and Personality (F-2), (W) 2 hours

Clothing as it relates to self-expression and to the individual's adjustment to the physical and social environment. The Seventh-day Adventist philosophy of dress is studied. (Fall)

HMEC 315. Pattern Design 3 hours

Prerequisite: HMEC 165 or approval of instructor.

Clothing design and practice in creating designs through flat pattern and draping techniques. Two one-hour lectures and one three-hour laboratory per week. This course is taught in alternate years. (Spring)

HMEC 316. Tailoring for Men and Women 3 hours

Prerequisite: HMEC 165 or approval of instructor.

Evaluation and use of various tailoring methods as applied in selection, fitting and construction of tailored wool and polyester double knit garments. This course is taught in alternate years. (Fall)

HMEC 345. Upholstery and Drapery (G-2) 3 hours

Laboratory experience in simple upholstering and professional drapery making. Two three-hour combined lecture and laboratory periods. There will be a fee for supplies. This course is taught in alternate years. (Spring)

HMEC 485. Seminar (W) 2 hours

Prerequisite: Twenty hours completed in Home Economics.

Recent trends in Home Economics and related professional fields. Required of and limited to majors. This course is taught in alternate years. (Spring)

HMEC 295/495. Directed Study 1-3 hours

To permit the advanced student majoring in Home Economics to do individual work in the field under the direction of a staff member. By divisional approval which must be obtained before the semester begins.

EDUCATION**EDUC 438. Methods of Teaching Home Economics 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Fall)

(F-2), (F-3), (G-2), (W) See pages 25-27.

LIBRARY SCIENCE

Peggy Bennett, Charles Davis, Loranne Grace, Marion Linderman

Minor: Eighteen hours.

A school librarian K-12, Tennessee endorsement is available to certified teachers who complete the 18 hours of Library Science provided by this minor.

Teaching Endorsement: The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

LIBR 125	Reference	3 hours
LIBR 226	Libraries and Librarianship	2 hours
LIBR 314	Cataloging and Classification	3 hours
LIBR 325	Library Materials for Children	3 hours
LIBR 333	Instructional Media	2 hours
LIBR 416	School Library Administration	3 hours

LIBR 425	Library Materials for Young Adults and Adults	2 hours
TOTAL		18 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

Schedule of Course Offerings:

	80-81	81	81-82	82	82-83	83	83-84	84
		Summer		Summer		Summer		Summer
1st	125	333	125	314	125	333	125	226
Sem.	314	425	226	325	314	425	226	325
2nd	325		325		325		325	
Sem.	333		425		333		425	
	416				416			

LIBR 125. Reference (G-2) 3 hours

Presents basic concepts, selection and use of general and specialized reference material for all levels of school libraries. Useful for the general student who desires to know how better to use the library. Required for all student assistants working in McKee Library. (Fall)

LIBR 226. Libraries and Librarianship 2 hours

Introduces the aspects of the library profession and the areas of service of various types of libraries. Develops the career possibilities of librarianship. (Fall)

LIBR 314. Cataloging and Classification 3 hours

Prerequisite: LIBR 125, 226.
Examines the basic concepts and strategies for instituting and operating the cataloging area of the school library or media center. Involves the student in the basic methods of cataloging, classification, and other technical procedures integral to the retrieval of information. (Fall)

LIBR 325. Library Materials for Children 3 hours

Presents to the student a knowledge of a wide variety of books and related materials for children, grades 1-8. Develops an appreciation for books and reading that can be enthusiastically transmitted to young readers through critical evaluation and selection of books and materials. Correlates the use of books and materials to the specific needs and interests of young readers. (Spring)

LIBR 333. Instructional Media 2 hours

A laboratory course in the selection, operation, and use of audio-visual equipment and materials. Preparation of transparencies, flat pictures, graphics, and audio materials will be required. One hour lecture and three hours laboratory per week. (Spring)

LIBR 416. School Library Administration

3 hours

Prerequisites: LIBR 125, 226, 314.

Presents the basic concepts and organizational procedures for the administrative personnel of the school library or media center so that this resource will become involved with the total program of the school. (Spring)

LIBR 425. Library Materials for Young Adults and Adults **2 hours**

Gives emphasis to the variety of books and related materials for grades 9-12. Correlates critical evaluation and selection to the interests, use, and specific needs of the young adult as he develops his reading habits and skills. Develops an appreciation for books and reading that can enthusiastically involve both young adults and adults. (Spring)

(G-2) See page 27.





DIVISION OF HEALTH, PHYSICAL EDUCATION, AND RECREATION

Donald Moon (Ch.), Philip Garver, Carla Kamieneski, Robert Kamieneski

The courses in Health, Physical Education, and Recreation propose to acquaint students with principles of healthful living, to help each student develop physical efficiency through participation in supervised activity, to develop wholesome recreational habits by helping the student acquire interest, knowledge, and skills in several recreational activities, and to contribute to preparation for a career in health, physical education, and recreation.

Major: Thirty hours for the Bachelor of Arts degree including HLED 314, 315; PETH 121, 122, 221, 222, 265, 266, 363, 364; and excluding HLED 203. Required cognates: BIOL 105, 106.

No general education activity courses, except PEAC 255, Water Safety Instructor, may apply on the major. Competency required in PEAC 143, Beginning Tumbling and PEAC 254, Lifesaving.

Intramural participation is recommended.

Majors training for teaching positions must meet the NCATE certification requirements set forth by the Division of Education and Human Sciences.

Health, Physical Education and Recreation

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Health Science Major: Forty-five hours for the Bachelor of Science degree including HLED 314, 315, 373, 470, 473; PETH 374, 499; PEAC 125; CHEM 111, 112; MATH 215; BIOL 105, 106, 125; FDNT 125.

Minor: Eighteen hours including PETH 121, 122, 221, 222, 265, 266, 364.

Teaching Endorsement, Grades 1-12:

HLED 173	Health and Life	2 hours
HLED 373	Care and Prevention of Athletic Injuries	2 hours
HLED 315	Physiology of Exercise	4 hours
HLED 314	Kinesiology	4 hours
PETH 364	Principles and Administration of Physical Education and Recreation ..	3 hours
PETH 463	Physical Education in the Elementary School	2 hours
PETH 265, 266	Officiating Sports Analysis	4 hours
PETH 121, 122; 221, 222	Professional Skills courses	8 hours
TOTAL		29 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

GENERAL EDUCATION ACTIVITY COURSES

- PEAC 123. Soccer and Volleyball (G-3)** **1 hour**
Development of skills necessary for enjoyable and successful play.
- PEAC 124. Basketball and Softball (G-3)** **1 hour**
Team activity skills developed that may be used in the individual's leisure time. (Fall)
- PEAC 125. Conditioning (G-3)** **1 hour**
The learning of basic training and aerobic principles followed by a personal long-range conditioning program. (Fall)
- PEAC 131. Badminton (G-3)** **1 hour**
Strokes, rules, and playing situations included with physical conditioning for badminton. (Spring)
- PEAC 133. Archery, Racketball, and Handball (G-3)** **1 hour**
Activities with emphasis on recreational carry-over values. (Fall, Spring)
- PEAC 134. Tennis (G-3)** **1 hour**
Basic tennis skills including the strokes, rallying, and volleying. (Fall)

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- PEAC 136. Golf (G-3)** **1 hour**
A basic course for the beginning golfer; includes use of all clubs and course play. (Fall)
- PEAC 137. Cycling (G-3)** **1 hour**
Emphasizing various types of cycling, repairs, and safety factors. Students are to provide their own bicycles. (Spring)
- PEAC 138. Advanced Golf (G-3)** **1 hour**
Play on a variety of courses for the bogie golfer. (Spring)
- PEAC 139. Advanced Tennis (G-3)** **1 hour**
For the advanced player with emphasis on playing strategy, doubles, and mixed doubles. (Fall)
- PEAC 143. Beginning Tumbling (G-3)** **1 hour**
Mat tumbling leading to gymnastic free-exercise routines. (Fall, Spring)
- PEAC 144. Elementary Apparatus (G-3)** **1 hour**
Basic skills emphasized on trampoline, P-bars, rings, unevens, and balance beam. (Fall, Spring)
- PEAC 151. Scuba Diving (G-3)** **1 hour**
Leads to basic certification by N.A.S.D.S. or N.A.U.I. (Fall, Spring)
- PEAC 153. Beginning Swimming (G-3)** **1 hour**
Both beginning and intermediate swimming, and aquatic safety skills will be included. (Fall, Spring, Summer)
- PEAC 243. Tumbling Team (G-3)** **1,1 hour**
Admission will be based on satisfactory performance of try-out requirements for team membership. (Fall, Spring)
- PEAC 253. Advanced Swimming (G-3)** **1 hour**
Review of swimming strokes, diving, and conditioning. (Fall, Spring)
- PEAC 254. Lifesaving (G-3)** **1 hour**
Prerequisite: PEAC 253 or equivalent.
Leads to Red Cross Advanced Life Saving certification. (Spring)
- PEAC 255. Water Safety Instructor (G-3)** **1 hour**
Prerequisite: PEAC 254 or equivalent.
Leads to Red Cross Water Safety Instructor certification. (Spring)
- PEAC 258. Small Crafts Management and Safety (G-3)** **1 hour**
Based on the Red Cross basic and instructor courses in canoeing and sailing. (Summer)

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HEALTH EDUCATION

HLED 173. Health and Life (F-3) 2 hours

A study of current subjects vital to healthful living. Integrating healthful living and Christianity with today's scientific research. Not open to nursing students. (Fall, Spring, Summer)

HLED 203. Safety Education (F-3) 2 hours

The nature and causes of accidents, safety measures for the prevention of common accidents of the home, school, industry, transportation, and recreation. The standard and advanced Red Cross Certificates will be issued to those completing the required work in first aid. (Fall)

HLED 314. Kinesiology 4 hours

Prerequisite: BIOL 105, 106 or equivalent.

A study of the anatomical and mechanical variables influencing movement, including adaptive activities for the handicapped person. (Fall)

HLED 315. Physiology of Exercise 4 hours

Prerequisite: BIOL 105, 106 or equivalent.

Emphasizing the physiological effects of muscular exercise, massed gymnastics, and physical conditioning. Significance of these effects for health and for skilled performance. (Spring)

HLED 373. Care and Prevention of Athletic Injuries 2 hours

Prerequisite: HLED 314.

The study of treatment and prevention of athletic injuries. (Spring, even years)

HLED 470. Health Ministry 2 hours

This course emphasizes lifting the Great Healer through health ministry. Principles found in the Bible and Spirit of Prophecy are used as the basis for optimum health habits. Learning of health for an evangelistic tool and for optimal personal health are the two-fold objectives for the course.

HLED 473. Health Education 2 hours

Prerequisite: HLED 173 or HLED 470.

A study of the theoretical and scientific basis of health education with emphasis on the development and organization of the school health instruction program. (Spring, odd years)

PHYSICAL EDUCATION THEORY

PETH 121, 122. Professional Skills, Team Activities 2,2 hours

Development of professional skills including performance and teaching techniques for softball, football, volleyball, basketball, hockey, and soccer. For majors and minors only. (Fall, odd years; Spring, even years)

Health, Physical Education and Recreation

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**PETH 163. Introduction to Health
Physical Education and Recreation 3 hours**

A study into physical education as a career, its relationship to related fields of education, general principles and philosophies, historical background, and professional preparation. (Fall)

PETH 221, 222. Professional Skills, Individual Activities 2,2 hours

Development of professional skills including performance and teaching techniques for golf, tennis, badminton, gymnastics, conditioning, recreational activities, track and field. Taught in alternate years for HPER majors and minors only. (Fall, Spring)

PETH 261. Camp Education (G-3) 2 hours

A course designed to promote outdoor recreation and provide experience for those interested in preparing for summer camp work in different phases of camp life. A weekend campout is included as part of the course. (Spring, Summer)

PETH 262. Wilderness Survival 3 hours

Prerequisite: PETH 261 or equivalent.

A course designed to acquaint students with a basic knowledge of survival techniques and skills. A four- or five-day survival experience will be included. Offered alternate summers only. (Summer, odd years)

PETH 265, 266. Officiating Sports Analysis 2,2 hours

An introduction to administration of and participation in the organization of officiating in team and individual recreational activities. (Fall, Spring)

**PETH 363. An Introduction to Measurements and
Research of Physical Education 3 hours**

A survey of tests used in Physical Education and an introduction to statistical procedures for analyzing data and how it may be applied to research. (Spring)

**PETH 364. Principles and Administration of
Physical Education and Recreation 3 hours**

An integrated study of the principles and administrative concepts of Physical Education and Recreation. (Fall)

PETH 374. Motor Learning and Development 2 hours

The course based on physical anthropometrics and the neurological development of the child, adolescent related to his motor behavior. Taught in alternate years. (Spring)

PETH 463. Physical Education in the Elementary School 2 hours

This course is designed primarily for elementary teachers, physical education majors and minors. Methods and materials, graded activities in games and relays, singing games and rhythmic activities, self-testing and rhythmic activities, and safety measures. Observation and teaching of elementary school children will be scheduled. (Spring, Summer)

Health, Physical Education and Recreation

PETH 295/495. Directed Studies (W)

1-3 hours

An introduction to research and discussion on problem areas in the discipline. Limited to Physical Education majors. (Fall, Spring, Summer)

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EDUCATION

EDUC 438. Methods of Teaching Health and Physical Education

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year. (Fall)

(F-3), (G-3), (W) See pages 25-27.

DIVISION OF INDUSTRIAL EDUCATION

Wayne Janzen (Ch.), John Durichek, Francis Hummer,
Cliff Myers, Sr., David Turner, Drew Turlington

Industrial Education at Southern Missionary College provides learning experiences for those who may wish a teaching career, a trade in the construction or service industries, consumer education or avocational skills.

Major: Forty-eight hours for the Bachelor of Science degree in Industrial Education including (a) INDS 145, 149, 154, 174, 184, 265, 274, 275, 314, 324, 325; ART 104; six to seven hours of electives, and (b) the courses listed below for an Industrial or Secondary Teaching emphasis. Cognate requirements are CHEM 104, MATH 104, and PHYS 107.

Secondary Teaching Emphasis—INDS 415 and 485, plus the 24 semester hours of professional education subjects required to meet the NCATE-approved program for certification.

Industrial Emphasis—INDS 176. This program prepares students for employment in fabricating and manufacturing industries and plant and institutional maintenance. The student will be proficient in several areas upon completion of the program.

Minor: Eighteen hours including six hours upper division.

Teaching Endorsement:

Drafting

INDS 149	Technical Drawing	3 hours
INDS 325	Architectural Drafting	3 hours
INDS 274	Electricity/Electron	4 hours
INDS 145	Graphic Arts	4 hours
INDS 174	General Metals	4 hours
INDS 154	Woodworking	4 hours
INDS 265	Auto Fundamentals	4 hours
ART 104	Beginning Drawing I	2 hours
	Woods, Metals, or Industrial Crafts elective	2 hours
	TOTAL	30 hours

Industrial Arts

INDS 149	Technical Drawing	3	hours
INDS 325	Architectural Drafting	3	hours
INDS 274	Electricity/Electron	4	hours
INDS 145	Graphic Arts	4	hours
INDS 174	General Metals	4	hours
INDS 154	Woodworking	4	hours
INDS 265	Auto Fundamentals	4	hours
ART 104	Beginning Drawing I	2	hours
	Woods, Metals, or Industrial Crafts elective	4	hours
	TOTAL	32	hours

Metals

INDS 149	Technical Drawing	3	hours
INDS 325	Architectural Drafting	3	hours
INDS 274	Electricity/Electron	4	hours
INDS 145	Graphic Arts	4	hours
INDS 174	General Metals	4	hours
INDS 154	Woodworking	4	hours
INDS 265	Auto Fundamentals	4	hours
ART 104	Beginning Drawing I	2	hours
	Metals elective	4	hours
	TOTAL	32	hours

Power Mechanics

INDS 149	Technical Drawing	3	hours
INDS 325	Architectural Drafting	3	hours
INDS 274	Electricity/Electron	4	hours
INDS 145	Graphic Arts	4	hours
INDS 174	General Metals	4	hours
INDS 154	Woodworking	4	hours
INDS 265	Auto Fundamentals	4	hours
INDS 317	Engine Rebuilding	2	hours
INDS 318	Automotive Tuneup	2	hours
ART 104	Beginning Drawing I	2	hours
	Metals, Woods, or Industrial Crafts elective	4	hours
	TOTAL	36	hours

Woods and Construction

INDS 149	Technical Drawing	3	hours
INDS 325	Architectural Drafting	3	hours
INDS 274	Electricity/Electron	4	hours
INDS 145	Graphic Arts	4	hours

Industrial Education

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INDS 174	General Metals	4	hours
INDS 154	Woodworking	4	hours
INDS 265	Auto Fundamentals	4	hours
ART 104	Beginning Drawing I	2	hours
	Woods elective	2	hours
	Woods, Metals, or Industrial		
	Crafts elective	2	hours
	TOTAL	32	hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

ASSOCIATE OF TECHNOLOGY IN CONSTRUCTION

The emphasis of this program will be in residential construction. Extensive on-the-job training will include framing, carpentry, finish carpentry, painting, masonry, plumbing, and house wiring. Each student must have a math ACT score of at least 16 or take MATH 100. The requirements are as follows: CNST 121, 122, 123, 124, 125, 126, 127, 128, INDS 135, 177, 184, 185, 325. Cognates required: ACCT 121, BUAD 253, six hours of Religion electives, and ENGL 105.

Recommended classes for Associate of Technology in Construction

First Semester	Hours	Second Semester	Hours
INDS 135 Masonry	3	INDS 177 House Wiring	3
INDS 325 Architectural Drafting	3	Religion	3
CNST 121:122 Construction I & II	3,3	CNST 123:124 Construction III & IV	3,3
INDS 185 Plumbing	2	Electives	2
INDS 184 Safety	1		14
Electives	3		
	18		

CONSTRUCTION

CNST 121. Home Building Technology I	3 hours
CNST 122. Home Building Technology II	3 hours
These two courses emphasize methods and techniques of homebuilding, foundation layout, framing, and roofing. Two periods lecture and twelve periods laboratory each week. (Fall)	
CNST 123. Home Building Technology III	3 hours
CNST 124. Home Building Technology IV	3 hours
Students will complete the house begun the previous semester. Emphasis	



on interior finish including the installation of doors, window trim and cabinets. Two periods lecture and twelve periods laboratory work each week. (Spring)

CNST 125. Home Building Technology V

6 hours

This course builds on the skills and techniques learned during the first year. Students will be exposed to advanced roofing systems, techniques of building layout, and the use of automated equipment. Two periods lecture and twelve periods laboratory each week. (Fall)

CNST 126. Home Building Technology VI

6 hours

This course is designed to further develop and refine the students' finish carpentry skills. There will be an increased emphasis on the use of power equipment. Two periods lecture and twelve periods laboratory each week. (Spring)

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CNST 127. Building Layout and Design

2 hours

This course will emphasize economy of design and modular construction techniques. Students will learn how to use span charts and calculate loads for load bearing structural framing members. Two periods lecture each week. (Spring)

CNST 128. Construction Estimating and Management

3 hours

This course will emphasize proper estimating and management procedures as they apply to residential construction. Three periods lecture each week. (Spring)

ASSOCIATE OF SCIENCE DEGREE IN INDUSTRIAL TECHNOLOGY

This two-year curriculum is designed for those who would like a broad background in materials and processes of industry with an emphasis towards plant and institutional maintenance. The requirements are as follows: INDS 154, 174, 175, 176, 184, 265, 274, 275, 278, 314. Cognates: Six hours to be chosen from PHYS 107, MATH 104, and CHEM 104.

DIPLOMA PROGRAM

Auto Body—Repair and Refinishing

Two Semesters

The auto body program is designed to teach panel repair, refinishing, estimating, frame straightening, and major collision repair. The typical student upon completion of the course should have gained sufficient skill and experience to obtain employment in the trade.

Inasmuch as tradespeople provide their own hand and air tools, the student will be expected to purchase a skeleton set for personal use during the course. The department will assist the student in the purchase of these tools which will cost approximately \$200.

The requirements are as follows: INDS 110, 112, 114, 116, 118, 120, 265; BUAD 128; B-1 or B-2, three hours.

INDUSTRIAL EDUCATION

INDS 110. Panel and Spot Repair

4 hours

Course is the first introduction to body repair. Student will learn how to straighten small dents, prepare panel for body fillers, prime and block ready for painting. (Fall)

INDS 112. Painting and Refinishing

4 hours

An introductory study of vehicle preparation and painting. Student will progress to doing complete refinish job himself. (Fall)

INDS 114. Oxy-Acetylene Welding**1 hour**

Gas welding and brazing of sheet metal in preparation for typical body shop welding jobs. Personal goggles required. (Fall)

INDS 116. Collision Repair I**4 hours**

Introduction to a major collision job. Students will probably work in pairs. Body alignment, frame straightening, panel replacement, and dent repair are involved. (Fall)

INDS 118. Collision Repair II**4 hours**

Continuation of experience in collision repair, emphasizing body alignment, frame straightening, glass work, fiber glass repair, and body section replacement. (Spring)

INDS 120. Collision Repair III**5 hours**

A repetition of work experiences of Collision Repair I and II, but on an individual basis. Students will learn estimate writing, parts and supplies purchasing, shop management, and equipment maintenance. (Spring)

INDS 135. Masonry**3 hours**

A fundamental course in concrete block and brick laying, footings, and foundations for residences. One period lecture and six periods laboratory each week. Masonry tools cost approximately \$65. (Fall)

INDS 145. Introduction to Graphic Arts**4 hours**

Basic instruction in screen printing, letter press and auxiliary operations. Special emphasis is given to offset methods of copy preparation, camera techniques, platemaking, and press work. (Fall, Spring)

INDS 149. Technical Drawing (G-2)**3 hours**

A basic course in drafting, training the student in the use of instruments and the principles of orthographic projection, surface development, sectioning, pictorial representation, and dimensioned working drawings. Six periods laboratory each week. Lecture as announced by the instructor. Instruments cost approximately \$40 (also used for INDS 325). (Spring)

INDS 154. Woodworking (G-2)**4 hours**

A study of hand and machine tools, joinery, and proper methods of furniture construction. Two periods lecture, six periods laboratory each week. A supplies fee will be charged. (Fall, Spring)

INDS 155. Creative Crafts (G-2)**2 hours**

Exploring the technology of industry by forming and fabricating objects of plastics, metals, and woods. One period lecture and three periods laboratory each week. Open to all students. (Fall, Spring)

INDS 174. General Metals (G-2)**4 hours**

Designed to acquaint the student with the many aspects of the metal working industry. Instruction will be given in the areas of forging, foundry, heat

Industrial Education

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treatment, sheet metal, welding, plus hand- and power-operated metal-cutting equipment. Two periods lecture and six periods laboratory each week. (Fall)

INDS 175. Refrigeration and Air Conditioning (G-2) 3 hours

Fundamental principles of refrigeration and air conditioning. Emphasis will be placed on troubleshooting and servicing of both domestic and commercial units. One period lecture and six periods laboratory each week. Optional tool expense of \$25 to \$30. (Spring)

INDS 176. Electric and Oxy-Acetylene Welding (G-2) 4 hours

A very practical course in arc and acetylene welding, teaching the student to weld skillfully in all positions: flat, vertical, and overhead. In addition, the student will learn to use the Tig and Mig industrial welders. Two periods lecture and six periods laboratory each week. Tools cost approximately \$20. (Fall, Spring)

INDS 177. House Wiring (G-2) 3 hours

Instruction in the National Electric Code, basic electrical principles, complete instruction and practice in residential wiring, including electric heating. Some industrial wiring techniques will also be included. One period lecture, six periods laboratory each week. Tools cost approximately \$60. (Spring)

INDS 184. Industrial Safety Education 1 hour

Emphasis will be placed on O.S.H.A. regulations regarding safety in building construction. One period lecture each week. To be taken by all Industrial Arts, Homebuilding Technology, and Industrial Technology majors. (Fall)

INDS 185. Plumbing (G-2) 2 hours

Instruction in code requirements, procedures in dwelling house plumbing, waste, maintenance, proper methods of sewage disposal using soil pipe and plastic; water lines, using copper and galvanized pipe. One period lecture and three periods laboratory each week. Total cost approximately \$20. (Spring)

INDS 255. Woodturning (G-2) 1-2 hours

Center and faceplate turning experiences. Two periods lecture each week for the first four weeks. Three periods laboratory for each semester hour credit. A supplies fee will be charged. (Fall)

INDS 264. Car Care (G-2) 2 hours

A course designed to help the car owner become knowledgeable in matters of car care and operation. Does not apply toward a major or minor. One period lecture and three periods laboratory each week. This course replaces the former course "Auto Survey for Women." (Fall)

INDS 265. Automotive Fundamentals (G-2) 4 hours

A course designed to give basic understanding of the automobile. Main emphasis is given to power plant and drive train design, operation, and service. Two periods lecture and six periods laboratory each week. Each

student is expected to supply his own basic hand tools and coveralls. Tools may be rented or purchased from the department. (Minimum tool set costs approximately \$150.) All lab learning experiences are on actual cars either from the community or personal vehicle. (Fall, Spring)

INDS 274. Electricity/Electronics (G-2) 4 hours

A basic course in the principles of electricity and electronic circuitry—D.C. and A.C., with emphasis on resistors, capacitors, diodes, transistors, vacuum tubes, amplifiers, and oscillators. Two periods lecture and six periods laboratory each week. Variable project expense involved. (Fall)

INDS 275. Machine and Tool Maintenance 6 hours

A study of the principles and methods of machine repair and preventative maintenance of equipment found in an industrial shop. The time will be divided between metalworking and woodworking equipment. One period lecture and three periods laboratory each week. Taught in alternate years. (Fall)

INDS 278. Plant Maintenance 6 hours

This course will include two periods of lecture per week dealing with such areas as: plumbing, carpentry, electrical wiring and heating systems, etc. Laboratory experience will entail working with a tradesman in each of the above areas. Twelve periods of laboratory per week. (Spring)

INDS 314. Machine Shop 4 hours

Prerequisite: INDS 174 or permission of instructor.

A course designed to provide in-depth experiences in the use of metal machinery and fabrication equipment. Provision is made for extensive personal or large group produced projects. Two periods lecture, six periods laboratory each week. (Spring)

INDS 315. Offset Lithography 3 hours

An advanced study of graphic communications which will give the student actual operating experience with process cameras, dark room techniques, stripping, plate making, contacting, and a variety of offset press equipment. One period lecture and six periods laboratory each week. A supplies fee will be charged. Taught in alternate years. (Spring)

INDS 317. Engine Rebuilding 2 hours

Prerequisite: INDS 265 or equivalent.

This course is designed to provide experience in internal combustion engine overhaul. Each student will individually remove from car, overhaul, and re-install one engine. Six periods of laboratory including individualized instruction. Taught in alternate years. (Fall)

INDS 318. Automotive Tune-up 3 hours

Prerequisite: INDS 265.

Automotive troubleshooting and tune-up. Course emphasis directed towards the automobile electrical and fuel system. One period lecture and six periods laboratory each week. (Spring)

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INDS 323. Auto Body Repair (G-2) 3 hours

An introductory course designed to acquaint the student with the principles and techniques used in repair and refinishing of damaged body panels. Preference will be given for class admission to those who have experience in doing automatic work and who have gas welding skills. Each student will need his own basic hand tools which cost approximately \$75. One period lecture and six periods laboratory per week. (Spring)

INDS 324. Manufacturing Processes (W) 3 hours

A study of manufacturing processes and management. Students will simulate line production, visit area manufacturers, and do individual research projects. (Fall)

INDS 325. Architectural Drafting (G-2) 3 hours

A study of architectural details and methods of construction relative to frame and masonry veneer residential dwellings. Emphasis is placed on residential planning and design principles. Each student will design and draw all details necessary in the construction of a home. Eight periods laboratory each week. Lectures as announced by the instructor. Instruments cost approximately \$40 (also used for INDS 149). (Fall)

INDS 354. Furniture Construction 3 hours

Prerequisite: INDS 154.

Emphasis will be placed on construction of a piece of furniture of the student's choice. Two periods lecture and six periods laboratory each week. A supplies fee will be charged. Taught in alternate years. (Spring)

INDS 415. Laboratory Operation and Supervision 2 hours

A course designed for students planning to be instructors. It will provide experiences such as tool maintenance, materials purchasing, project evaluation, and student assistance. This course must be preceded by completion of basic courses in each content area, such as drafting, graphic arts, woods, metals, and mechanics. Each student, in counsel with the instructor, will decide in which of three areas he will divide his time. One period lecture, three periods laboratory each week. Taught in alternate years. (Spring)

INDS 485. Seminar 1 hour

A discussion of problems related to the industrial education teaching profession. One period discussion each week. Open only to Industrial Arts majors. (Spring)

INDS 295/495. Directed Study 1-3 hours

The study of a specific problem in the field of Industrial Education. A written report of the problem may be required by the supervising instructor. Open only to Industrial Education majors and minors. Offered on demand. (Fall, Spring)

EDUCATION

EDUC 438. Methods of Teaching Industrial Arts **2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, and the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year. (Fall)

OFFICE ADMINISTRATION

SECR 219. Offset and Printing Operations **2 hours**

See Office Administration listing. (Fall, Spring)

(G-2), (W) See pages 25-27.

AVIATION

AVIA 101. Aviation Fundamentals I (G-2) **3 hours**

A study of the basics of aircraft performance, meteorology, navigation, the flight computer, and the Federal Aviation Authority regulations. Designed to enable the student to pass the FAA private pilot written examination.

AVIA 103. Private Pilot Flight Training (G-2) **1 hour**

Co-requisite: Aviation 101.

Includes a minimum of fifteen hours of dual/solo flight and supporting ground briefings. Student is expected to reach solo state for this course.

AVIA 104. Advanced Pilot Flight Training (G-2) **1 hour**

Prerequisite: AVIA 101, 103.

Includes a minimum of twenty hours of dual or solo flight. Designed to prepare the student for the FAA private pilot license.

AVIA 211. Aviation Fundamentals II (G-2) **3 hours**

Prerequisite: Aviation 101.

A more advanced course in aircraft performance, meteorology, navigation, and FAA regulations. Designed to prepare the student for the FAA instrument pilot written examination.

AVIA 212. Instrument Pilot Flight Training (G-2) **1 hour**

Prerequisite: Private pilot's license.

Flight training necessary to enable a student to pass the FAA instrument pilot practical examination.

DIVISION OF MATHEMATICAL SCIENCES

Ray Hefferlin (Ch.), Gordon Hare, Henry Kuhlman,
Merritt MacLafferty, Robert Moore, Gerald Owens

COMPUTER SCIENCE

Merritt MacLafferty, Gerald Owens

Computer Science deals with the control programs that govern the behavior of modern digital computers. In modern society, it is rare that a day passes without the average person interacting, in some way, with computers. From the tiny microcomputers that govern the fuel consumption of automobiles to the huge machines that process the millions of transactions in the marketplace, the computer has become an inseparable part of modern life. However, with the burgeoning use of computers comes the alarming fact that there will be a shortage of computer programmers that will write the programs to control them. On the average, for every computer programmer, there are three jobs that must remain vacant for lack of programmers. This situation will continue for the next ten years.

The Computer Science staff at SMC is committed to the training of competent computer programmers that are able to tackle the large programming tasks that confront science and business. This training involves three aspects: 1) teaching the student the necessary programming languages that are being currently used in the profession, 2) teaching the student the most up-to-date design methodologies, including Structured Programming and Top-down design, and 3) providing programming experience in class similar to what will be encountered in the field.

CODE OF COMPUTER CONDUCT AT SOUTHERN MISSIONARY COLLEGE

1. Users must use only those computer accounts which have been authorized for their use.
2. Users must use their computer accounts only for the purposes for which they were authorized, as arranged with the Computer Service Department.

3. Users should minimize the impact of their work on the work of other users. It is the responsibility of the user to learn efficient means of utilizing the computer.
4. Users must not attempt to subvert the restrictions associated with their computer accounts.
5. Users must not attempt to access information concerning the data or jobs of other users except as provided by techniques arranged for that purpose by the Computer Service Department.
6. Student users shall not exceed default parameters for priority factors except in cases where published policy provides for differences.

BACHELOR OF SCIENCE DEGREE IN COMPUTER SCIENCE

Major—Math Emphasis: Forty-four hours for the Bachelor of Science degree in Computer Science, including CPTR 125, 218, 219, 316, 318; ACCT 121; MATH 114, 115, 215, 217 or 315, 405 and eight hours of CPTR and MATH electives in classes listed 300 or above. Cognate required: SECR 105 (unless the student can type 35 wpm or has had high school typing), and CPTR 480.

Major—Business Emphasis: Forty-five hours for Bachelor of Science degree in Computer Science including CPTR 125, 217, 219, 317, 318, 323, 480; ACCT 121:122, 318; BUAD 334; MATH 215, 314; three hour elective in CPTR and six hours electives in ACCT or BUAD. Cognate required: SECR 105 (unless the student has had high school typing or can type 35 wpm).

A special program is available for those desiring a Bachelor of Science degree with a double major in computer science and accounting. See Division Chairman.

ASSOCIATE OF SCIENCE DEGREE IN COMPUTER SCIENCE

Two-year curriculum comprising a general core, with election of either a mathematics or business emphasis, plus general education requirements and electives make a total of 64 hours for the degree.

Requirements are as follows: CPTR 125, 219, 318, ACCT 121, MATH 215, SECR 105 (or one year of high school typing or pass a 35 wpm speed test), three hours of electives in Computer Science; (a) Mathematics Emphasis—CPTR 218, MATH 114, 115, five hours of electives in Mathematics at 200 level or above; or (b) Business Emphasis—CPTR 217, ACCT 122, 318, BUAD 334, three hours of electives in Accounting.

Minor in Computer Science: Eighteen hours including CPTR 318 or 319.

Students planning to do graduate work in computer science should consult with a computer science instructor as early as possible to facilitate meeting graduate school entrance requirements. Proper use of CPTR 499 will fulfill requirements.

CPTR 101. Computers and Society (G-2) 3 hours

An introduction to computers and computing with emphasis on the powers and limitations of computers and their impact on modern society. A programming language will be taught and hands-on experience with a modern, time-sharing computer will be provided to emphasize certain aspects of computers. For non-Computer Science majors only. (Fall, Spring)

CPTR 125. Introduction to Computing (G-2) 3 hours

An introduction to computer usage. Use and application of existing programs selected from many fields of interest. Information storage, editing, and retrieval. Basic programming, programs, and program structure. (Fall, Spring)

CPTR 135. Computer Science Topics 1 hour

Topics selected from machine architecture, organization, machine language, special purpose high level languages, trends in computer science; selected current literature and problems. May be repeated up to three hours.

CPTR 217. Cobol Programming Language (G-2) 3 hours

Prerequisite: CPTR 125.
Semantics and syntax of Cobol. Emphasis is placed on business problems using the Cobol Language. (Fall)

CPTR 218. Fortran and Algorithmic Languages (G-2) 3 hours

Prerequisite: CPTR 125 or permission of instructor.
Syntax and semantics of arithmetic expressions and statements. Precedence hierarchy of arithmetic operations and relational operators. Global properties of algorithmic languages including scope declarations, storage allocation, grouping of statements, and subroutines. List processing, string manipulation data description, and simulation languages. (Fall)

CPTR 219. Symbolic Assembler Language 3 hours

Prerequisite: CPTR 125 or permission of instructor.
Computer structure, machine language, instruction execution, addressing techniques, and digital representation of data. Computer systems organization, symbolic coding and assembly systems and program segmentation and linkage. Systems and utility programs, programming techniques, and recent developments in computing. Several computer projects to illustrate basic machine structure and programming techniques. (Fall)

CPTR 316. Advanced Fortran 3 hours

Prerequisite: CPTR 218.
An advanced course in Fortran with emphasis on the design and implementation of large scientific programs. (Spring)

CPTR 317. Advanced Cobol 3 hours
Prerequisite: CPTR 217.

An advanced course in Cobol with emphasis on tape and disk operations, program design, and interactive programming. (Spring)

CPTR 318. Data Structures 3 hours
Prerequisites: CPTR 125.

Basic concepts of data. Linear lists, strings, arrays, orthogonal lists and trees. Storage systems and structures, and storage allocation and collection. Multilinked structures. Formal specification of data structures, data structures in programming languages, and generalized data management systems. (Spring)

CPTR 319. Systems Programming 3 hours
Prerequisites: CPTR 218 and 219.

Review of batch process systems programs, their components, and operation characteristics. Implementation techniques for parallel processing of input-output and interrupt handling. Overall structure of multiprogramming systems on multiprocessor hardware configurations. Addressing techniques, core management, file system design and management, system accounting, and other user-related services. Traffic control, interprocess communication, design of system modules, and interfaces. (Fall)

CPTR 323. Business Systems Analysis and Design 3 hours
Prerequisite: CPTR 217.

A systematic study of designing and implementing a business system. Preliminary and detailed investigation. Analysis and design of output, input, files, processing, and controls. Management approval. Project management, scheduling and control, programming assignments, and specifications. Programming, testing, documentation, implementation, and evaluation.

CPTR 480. Scientific Writing (W) 1 hour
(See Mathematics listing).

CPTR 295/495. Directed Study 1-3 hours
Prerequisite: Consent of instructor and division head.

Individual or group work adjusted to meet particular needs of computer science students. May be repeated for credit up to six hours.

(G-2) See page 27.

MATHEMATICS

Gordon Hare, Merritt MacLafferty, Robert Moore

Throughout recorded history mathematics and mathematical thinking have influenced man's culture to an extent that even many well-educated people fail to appreciate. *The Elements* of Euclid, the invention of a place-value numeration system, the invention of the calculus, and more recently the development of statistical inference, to name just a

few, are mathematical contributions to civilization which have significantly affected the philosophies, commerce, science, and technology of mankind.

The Mathematical Sciences Division seeks to transmit this mathematical heritage to the students of Southern Missionary College by (1) introducing students to mathematical concepts and techniques and the disciplined, logical thinking required to successfully apply them to a variety of problem-solving experiences, (2) providing a stage of the formal education of professional mathematicians, (3) educating teachers of mathematics, and (4) providing appropriate courses for users of mathematics.

Major: Forty hours for the Bachelor of Science degree including MATH 317, 318, 319, 411 and 412. Cognate requirements are CPTR 218; PHYS 211:212, 213:214.

Major: Thirty hours for the Bachelor of Arts degree including MATH 318, 319, 411, and 412. For those with two majors or secondary certification there are no specific upper division mathematics course requirements. CPTR 218 is a cognate requirement for all majors in mathematics.

Minor: Eighteen hours including MATH 115 and six hours of upper division courses.

Teaching Endorsement: The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below:

MATH 114	Elementary Functions and Relations .	4 hours
MATH 115	Calculus I	5 hours
	Math elective credit including	
	six hours numbered 300 or above ..	9 hours
	TOTAL	18 hours

MATH 100. Basic Mathematics (A-2) 1 hour

This course concentrates on the skills of arithmetic and beginning algebra and their application to everyday life situations. It does not apply on a major or minor in mathematics. To be exempt from this course a student must have a standard score of 16 or more on the mathematics portion of the ACT exam or have passed a departmental exemption exam. All degree candidates must obtain this exemption. (Fall, Spring, Summer)

MATH 104. Intermediate Algebra (A-2) 3 hours

Prerequisite: MATH 100 or exemption.
Number systems and their properties, exponents and radicals, equations and inequalities, polynomial functions and their graphs, systems of equations, logarithms. This course does not apply on a major or minor in mathematics. (Fall, Spring, Summer)

MATH 114. Elementary Functions and Relations

4 hours

Prerequisite: MATH 104 or two years of high school algebra.

The real and complex number systems; the elementary functions and their graphs, including polynomial and rational functions, exponential and logarithmic functions, trigonometric functions and their inverses; analytic geometry. Only two hours apply toward a major in mathematics. (Fall, Spring)

MATH 115. Calculus I

5 hours

Prerequisite: MATH 114 or four years of high school mathematics which include at least one semester of trigonometry and some analytic geometry.

Differential and integral calculus of the elementary functions and relations, including the definite integral, the derivative, computation of derivatives, the fundamental theorem of calculus, computation of antiderivatives, applications. (Fall, Spring)

MATH 204. Survey of Mathematics (A-2)

3 hours

Prerequisite: MATH 100 or exemption.

Numeration and number systems and topics from number theory, algebra, geometry, probability, and statistics. This course is appropriate for elementary education majors. It does not apply on a major or minor in mathematics. (Fall, Spring, Summer)

MATH 215. Statistics (A-2)

3 hours

Recommended: MATH 104 or two years of high school algebra.

Elementary probability; organization and analysis of data; the binomial, normal, student's *t*, and chi-square distributions; sampling; hypothesis testing; nonparametric statistics; regression and correlation; analysis of variance. (Fall, Spring, Summer)

MATH 216. Set Theory and Logic

2 hours

Prerequisite: MATH 115.

An introduction to some of the basic ideas, terminology, and notation of logic and sets. The concept of a mathematical proof will be emphasized. (Spring)

MATH 217. Calculus II

5 hours

Prerequisite: MATH 115.

Higher derivatives, multiple integrals, infinite series, partial derivatives, elementary differential geometry. (Fall)

MATH 314. Applied Finite Mathematics

3 hours

Prerequisite: MATH 215.

Linear programming—simplex method, primal/dual interpretation, transportation problems. Decision theory under classical and Bayesian statistics. Game theory, inventory models and control, queuing theory. Program Evaluation and Review Technique (PERT). (Spring)

MATH 315. Differential Equations

3 hours

Prerequisite: MATH 115.

Mathematics

130

Classification and solution of common types of ordinary differential equations. Analytical and numerical methods will be studied. Applications to problems arising in the physical sciences. (Spring)

MATH 316. Mathematics of Physics

3 hours

Prerequisite: MATH 315.

Partial differential equations, Fourier series, boundary value problems, Bessel functions, Legendre polynomials. Analytical and numerical methods will be studied. (Fall, even years)

MATH 317. Complex Variables

3 hours

Prerequisite: MATH 216, 217.

An introduction to the theory of analytic functions of a complex variable, including mappings by elementary functions, complex integration, the Cauchy-Goursat theorem, Cauchy's integral formula, power series, Laurent series, the theory of residues, and conformal mapping. (Spring, odd years)

MATH 318. Algebraic Structures

3 hours

Prerequisite: MATH 216, 217.

The structure of groups, rings, integral domains, and fields. (Fall, even years)

MATH 319. Linear Algebra

3 hours

Prerequisite: MATH 115, 216.

Finite dimensional vector spaces over a field and the attendant concepts of systems of linear equations, matrices, determinants. (Spring, odd years)

MATH 405. Numerical Analysis

3 hours

Prerequisites: MATH 217, 315, and a knowledge of Fortran.

Interpolation and approximation, numerical differentiation and integration, numerical methods of solving algebraic and differential equations, error analysis. (Spring, even years)

MATH 411, 412. Advanced Calculus

3,3 hours

Prerequisite: MATH 216, 217.

Introduction to point set topology, continuity, uniform continuity, properties of derivatives and integrals, convergence, uniform convergence, sequences of functions, and infinite series. (Fall, odd years, and Spring, even years)

MATH 415. Geometry

3 hours

Prerequisite: MATH 115, 216.

Topics selected from the following: foundations of Euclidean geometry, finite geometries, advanced Euclidean geometry, non-Euclidean geometry, geometric transformations, the geometry of inversion, projective geometry. (Fall, odd years)

MATH 480. Scientific Writing (W)

1 hour

Principles and techniques of writing for news releases, periodicals, and research journals.

MATH 295/495. Directed Study**1-3 hours**

Prerequisite: Approval by division faculty.

Individual reading and problem solving in a field chosen in consultation with an instructor. (On demand)

(A-2), (W) See pages 25-27.

PHYSICS

Ray Hefferlin, Henry Kuhlman

Physics bridges the gap between mathematics and logic on one hand, where absolute certainty can be obtained about abstract ideas, and most of human thinking on the other hand, where only tenuous knowledge exists about the solutions to very real and pressing problems. Physics attempts to obtain progressively more precise solutions to clearly defined problems more and more representative of the real world. This attempt includes modeling, simulation, and control using numerical, analytical, analog, and experimental methods. It not only presents the possibility of a challenging career but also contributes heavily to the life-experience of non-technical people.

The staff is concerned with the preparation of technically-minded students for challenging careers in pure Physics or in Physics applied to other fields. It also attempts to demonstrate to non-technical students the value of using Physics in their areas of interest. It is committed to exploring with all students the areas where Physics touches on religious and ethical values. Throughout, it makes extensive use of the excellent digital computer facilities at SMC.

Major: Thirty hours for the Bachelor of Arts, including PHYS 213:214, 310, 318 and 319; and CPTR 125.

Major: Forty hours for the Bachelor of Science, including CPTR 125.

Minor in Physics: Eighteen hours, including six hours upper division. CPTR 125 may be included.

Teaching Endorsement: The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

Physics

PHYS 211:212	General Physics	6 hours
	Physics electives	8 hours
PHYS 213:214	General Physics Laboratory	<u>2</u> hours
	TOTAL	16 hours

General Science

BIOL 155, 156	Foundations of Biology	8 hours
	Chemistry and Physics electives	<u>8</u> hours
	TOTAL	16 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

PHYS 105. Physical Science (E-3) **3 hours**
(See Chemistry listings.)

PHYS 107. Introduction to Physics (E-3) **3 hours**
A general education course stressing the methods of physics, the application of physics and laboratory work which can be done with simple materials. Laboratories include the use of calculators and the computer to do arithmetic, the estimation of numerical quantities and errors, and the construction of apparatus with which to make observations. Does not apply on major or minor in physics. Two hours lecture, three hours laboratory each week. (Fall)

PHYS 155. Descriptive Astronomy:
Creation vs. Evolution (E-3) **3 hours**
Constellations and eclipses, astronomical instruments, time and the date line and calendars, astronomical objects with their motions and distances, energy processes in stars and quasars and pulsars, black holes, the infinity (?) and expansion (?) of the universe. Cosmology, the formation and subsequent histories of the solar system and the earth, radioactive and radiocarbon age dating. Life on other worlds. Astronomy and the Bible. This course, dealing as it does with the physical aspects of the history of the earth and universe, complements BIOL 325, which deals with the biological aspects. Three hours lecture each week, with the occasional substitution of an observation period. (Spring)

PHYS 211:212. General Physics (E-3) **3,3 hours**
Prerequisite: MATH 114.
The algebraic and trigonometric treatment of mechanics, heat, sound, light, electricity and magnetism, and "modern physics." Applies on the basic science requirement as a non-laboratory science if taken alone and as a laboratory science if taken with PHYS 213:214. A student wishing to drop PHYS 211 may transfer without financial or credit loss into PHYS 107, if his or her schedule allows. (Fall, Spring)

PHYS 213:214. General Physics Laboratory (E-3) **1,1 hours**
Prerequisite: Previous or concurrent enrollment in PHYS 211:212.
Laboratory experience designed to illustrate the material in lectures, to familiarize the student with useful measuring apparatus, and to encourage a systematic development of scientific curiosity, caution, and method. (Fall, Spring)

PHYS 217, 218. Extra Hour of General Physics **1,1 hours**
Prerequisites: Concurrent or previous enrollment in PHYS 211:212; and MATH 217.

One class period per week on advanced problems and derivations based upon General Physics. (Fall, Spring)

PHYS 310. Modern Physics

3 hours

Prerequisite: PHYS 211:212; MATH 115.

Continuation and conclusion of PHYS 211:212. Relativity, quanta, atomic structure, nuclear properties and radiations, nuclear power, and wave mechanical calculations in one dimension. This course is designed with the needs of chemistry, biology, mathematics, and computer science students in mind. The student will use computer programs for relativistic motion, for nuclear decay, and for atomic wave functions. Three hours lecture each week. Research experience is available in PHYS 499. (Fall)

PHYS 313. Physical Optics

3 hours

Prerequisites: PHYS 211:212; MATH 217.

Refraction, reflection, interference, and absorption of light are discussed from the standpoint of the ray and especially of the wave theories of light. Laboratory experience is available in PHYS 499. (Spring)

PHYS 314. Kinetic Theory

3 hours

Prerequisites: PHYS 211:212; MATH 217.

Many properties of gases, liquids, and solids are derived from the assumption that matter is composed of small particles in motion. Three hours lecture each week. (Spring)

PHYS 316. Electronics

4 hours

Prerequisites: MATH 104 and elementary knowledge of electricity.

DC and AC circuits, filters, transducers, solid state devices, power supplies, oscillators, amplifiers, and scientific devices. Designed to be useful to students in the physical sciences and in communications. Two hours lecture and five hours laboratory each week.

PHYS 317. Issues in Physical Science and Religion (E-3)

3 hours

Prerequisite: One year of high school physics or chemistry or one semester of college physics or chemistry.

Areas on the frontier of religion, science, and philosophy which will confront the student in his contacts with academic and professional people. Among the areas which may be considered are the fourth space dimension, the first and second scientific revolutions and their philosophic implications; dialectical materialism; a Scripturally-based metaphysics attempting to correlate natural law, miracles, answered prayer, free will, and prophecy; the age of the universe, the galaxies, the stars, the solar system, and the core of the earth as indicated by Biblical and physical evidence; flood models; pure and applied science and technology; the impact of technology in the past and present and as projected into the future by pessimists, optimists, and Adventist Christians.

PHYS 410. Analytic Mechanics

3 hours

Prerequisites: PHYS 310, MATH 315.

The motion of a particle in gravitational and other classical fields is attacked



using the techniques of differential equations. The behavior of systems of particles, solids, and liquids is discussed. Special functions, vector theorems, transforms, and tensors are introduced as needed. Students will be expected to write software to display solutions to mechanical systems with numerical and analog computers. (Spring)

PHYS 411:412. Electricity and Magnetism

3,3 hours

Prerequisites: PHYS 310, MATH 315.

Analysis of electrical circuits. Electrostatic and magnetostatic fields, and the motion of charges therein. Maxwell's equations and the consequent prediction of electromagnetic waves. Applications to modern atomic and nuclear theory are stressed. Complex mapping, vector theorems, transforms, and special functions will be used after being introduced or reviewed. Computer programs will be written for special functions and for particle orbits. Laboratory experience is available in PHYS 499. (Fall, Spring)

PHYS 418, 419. Advanced Modern Physics

3,3 hours

Prerequisites: PHYS 310; MATH 315; concurrent enrollment in PHYS 410 and 411:412; and MATH 316 and 317.

An advanced treatment of atomic and nuclear physics, elementary particles, wave mechanics, relativity, and other topics on the frontiers of physics. Research experience is available in PHYS 499. (Fall, Spring)

PHYS 480. Scientific Writing (W)

1 hour

(See Mathematics listings.)

PHYS 295/495. Directed Study**1-3 hours**

Prerequisite: Consent of instructor.

This course consists of individual or group work adjusted to meet particular needs in Physics. Approval must be secured from the division head prior to registration. May be repeated for credit up to six hours. (Fall, Spring)

EDUCATION**EDUC 438. Methods of Teaching Mathematics and Physics 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the semester. (Spring)

(E-3), (W) See pages 25-27.

MEDICAL SCIENCE

Southern Missionary College will confer a Bachelor of Science Degree in Health Science upon students not already in possession of a bachelor's degree who satisfy the following two conditions:

1. Complete 93 semester hours in an accredited undergraduate college program of which at least the last 30 were taken in residence at Southern Missionary College and at least 12 of which are at the upper division level.
2. Provide certification from an accredited professional school of dentistry, medicine, or optometry that the first year of the respective professional program has been successfully completed and that the applicant is eligible to continue.

Request for the conferral of this degree should be made to the Director of Records.





DIVISION OF MUSIC

Marvin L. Robertson (Ch.), Robert Anderson, J. Bruce Ashton, Orlo Gilbert, Judith Glass, Larry Otto, Don Runyan, Robert Sage

The Division of Music offers two baccalaureate degrees, the Bachelor of Music degree in music education and the Bachelor of Arts degree in music.

ADMISSION REQUIREMENTS

Music majors must fulfill all the general admission requirements of the College. In addition, a prospective music major is required to take written and aural entrance examinations in music theory and a performance examination in the applied concentration. To obtain freshman standing as a music major the student must qualify for MUCT 111 and MUPF 179.

Further information regarding the entrance examinations may be obtained by writing the chairman of the Division of Music.

GENERAL REQUIREMENTS

Functional Piano: All music majors must pass an examination in functional piano which includes the playing of hymns, scales, triads, arpeggios, several moderately easy compositions and accompaniments, and the harmonization of simple folk melodies. The functional piano examination should be passed during the first week of the first semester in residence or the student must register for applied piano instruction. MUPF 108, 109, and 129 are designed to help the student reach the required level of proficiency.

Applied Music Credit: One semester hour of credit will be given for twelve half-hour lessons with a minimum of five hours of practice per lesson. Applied music concentration grades are assigned by a jury examination at the end of each semester.

Concert and Recital Attendance: Music majors must attend twelve approved concerts per semester including faculty and senior recitals in his/her applied concentration area. Failure to meet this requirement will lower the student's applied music grade.

Music Ensemble Participation: All music majors are required to participate in a music ensemble every semester in full-time residence (12 or more hours). During the student teaching semester, students are exempted from this requirement.

Senior Recital: The candidate for the Bachelor of Music degree or the Bachelor of Arts degree will present a senior recital. Upon music faculty approval the senior recital requirement may be partially fulfilled through a conducting or chamber music performance.

A faculty audition of the complete program must be scheduled at least four weeks before the recital date. Unsatisfactory performance at this audition will result in a rescheduling of the recital date.

JUNIOR STANDING

Music majors must apply for junior standing at the end of the sophomore year. The requirements for junior standing are as follows:

- a. An overall grade point average of 2.0.
- b. A grade point average of 2.5 in all music courses.
- c. Completion of the functional piano requirement.
- d. Completion of MUCT 111:112, 121:122.
- e. Completion of four hours of MUPF 179 or equivalent.

Faculty evaluation of the application for junior standing will result in the student receiving one of the following classifications: (a) Pass, Bachelor of Music; (b) Pass, Bachelor of Arts; (c) Probation; (d) Fail. Junior standing requirements must be met at least two semesters before graduation.

BACHELOR OF MUSIC CURRICULUM

The Bachelor of Music degree in music education is an NCATE approved degree which meets state and denominational certification requirements. Each student will be responsible to determine the additional courses that may be required for certification in the state of his choice. This information can be obtained at the Office of Records or the Division of Education and Human Sciences.

The following general education requirements apply only to students pursuing a Bachelor of Music degree:

A. Basic Academic Skills		9-10 hours
1. English	6 hours	
2. Mathematics	3-4 hours	
B. Religion		12 hours
1. Biblical Studies	3 hours	
2. Religion: RELT 155, 238, and PHYS 317 or BIOL 325	9 hours	
C. History, Political and Economic Systems		9 hours
1. History	6 hours	
2. Political Science and Economics	3 hours	
D. Language, Literature, Fine Arts		7 hours
1. Foreign Languages (Intermediate level)	0-4 hours	
2. Literature	0-3 hours	
3. Art Appreciation and Music	4 hours	
E. Natural Sciences		6 hours
1. Biology	0-3 hours	
2. Chemistry	0-3 hours	
3. Physics	0-3 hours	
F. Behavioral, Family, Health Sciences		4 hours
1. Behavioral Science: EDUC 316	2 hours	
2. Health Science: HLED 173	2 hours	
G. Activity Skills		6 hours
1. Creative Skills	3 hours	
2. Practical Skills	0-3 hours	
3. Recreational Skills	0-3 hours	
TOTAL		53-54 hours

BACHELOR OF MUSIC IN MUSIC EDUCATION

Music Core:

MUCT 111:112	Music Theory I, II	6 hours
MUCT 121:122	Aural Theory I, II	2 hours
MUCT 211:212	Advanced Music Theory III, IV	6 hours
MUCT 221:222	Advanced Aural Theory III, IV	2 hours
MUHL 115	Listening to Music	2 hours
MUHL 314:315	History of Music	6 hours
MUPF 179	Concentration (Instrument or Voice) .	4 hours
*MUPF 379	Concentration (Instrument or Voice) .	4-7 hours
MUPF 129	Secondary (Instrument or Voice)	2 hours
MUPF 477	Instrumental Conducting Techniques	3 hours

Music

140

MUPF 478	Choral Conducting Techniques	3 hours
	Music Ensembles	<u>7</u> hours
	TOTAL	47-50 hours

- *1. Organ majors must take two hours of MUPF 279, *Service Playing*, in lieu of two hours of MUPF 379.
- 2. Piano majors may take two hours of MUPF 378, *Ensemble Experience (Accompanying)*, in lieu of two hours of MUPF 379.
- 3. A student with a special aptitude for conducting or composition may petition the music faculty to substitute up to three hours of MUPF 378 or MUCT 495 for up to three hours of MUPF 379.

Choral/School Music Teaching Endorsement: (For vocal majors. May be elected by keyboard majors.)

MUCT 313	Orchestration and Arranging or MUCT 413 Analysis of Music Form ..	3 hours
Music Education:	Pedagogy in the applied concentration and two of the following: MUED 136, 146, 156, 166, 226, 316, 317, 318 (voice majors must include MUED 226)	6 hours

Instrumental Teaching Endorsement: (For instrumental majors. May be elected by keyboard majors.)

MUCT 313	Orchestration and Arranging	3 hours
Music Education:	Three of the following: MUED 136, 146, 156, 166, 316, 318. (Keyboard majors must include pedagogy in the applied concentration.)	6 hours

Education Core: (Prior to the end of the sophomore year, the student must apply to the Education Department for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Education Department for admission to the professional semester.)

EDUC 123	Orientation to Teaching	1 hour
EDUC 133	Principles and Organization of Education	3 hours
EDUC 240	Education of the Exceptional Student	2 hours
EDUC 316	Educational Psychology	2 hours
EDUC 356	Tests and Measurements	2 hours
EDUC 425	Social Foundations of American Education	2 hours
EDUC 437	Curriculum and General Methods	2 hours

EDUC 438	Special Methods	2 hours
EDUC 458	Elem. Methods in Curriculum and Instruction: Music	2 hours
EDUC 468	Student Teaching, 7-12	6 hours
		24 hours

BACHELOR OF ARTS CURRICULUM

The Bachelor of Arts in music is a non-professional degree designed to give the student a broad understanding of the musical heritage of man. This major consists of forty hours including fourteen upper division. Courses must include the following:

Music Theory including MUCT 111:112; 121:122; 211:212; 221:222	19 hours
MUHL 115 — Listening to Music	2 hours
MUHL 314:315 — History of Music to 1750/1750 to Present	6 hours
MUPF 179 and 379 — Concentration	8 hours
Music Ensembles	5 hours

A student must complete all general education requirements of the College.

The foreign language recommended is either French or German. Through careful planning a student may fulfill state certification requirements within four years.

Music Minor: Eighteen hours including the following:

MUCT 111:112 — Music Theory I and II	6 hours
MUHL 115 — Listening to Music	2 hours
MUPF 179 — Concentration	2 hours
MUPF 477 or 478 — Instrumental or Choral Conducting Techniques	3 hours
Music Course Electives (including three hours upper division)	5 hours
	18 hours

Applied music grades are assigned by a jury examination at the end of each semester.

MUSIC THEORY

MUCT 100. Introduction to Music Theory 2 hours

A study of the rudiments and basic vocabulary of music theory. Does not apply toward a music major or minor. (Spring, Summer)

MUCT 111:112. Music Theory I and II 3,3 hours

Prerequisite: MUCT 100 or examination.

A study of the elements which render music of all periods aurally and visually comprehensible, within simple forms and a variety of textures from

one to four voices. Music Theory I may not be repeated more than once. (Fall, Spring)

MUCT 121:122. Aural Theory I and II **1,1 hours**

A laboratory for the development of keyboard and sight-singing skills related to the materials introduced in MUCT 111:112. Music majors must take this concurrently with MUCT 111:112. (Fall, Spring)

MUCT 211:212. Advanced Music Theory III and IV **3,3 hours**

Prerequisite: MUCT 111:112.

An expanded and intensified study of the structure of music as begun in MUCT 111:112. In MUCT 212, contemporary music is emphasized. (Fall, Spring)

MUCT 221:222. Advanced Aural Theory III and IV **1,1 hours**

Keyboard and sight-singing applications of materials studied in MUCT 211:212. Music majors must take this concurrently with MUCT 211:212. (Fall, Spring)

MUCT 313. Orchestration and Arranging **3 hours**

Prerequisite: MUCT 111:112.

The ranges, capabilities and limitations, and transpositions of orchestra and band instruments. Idiomatic scoring of short works for vocal and instrumental chamber groups, small orchestra, and band. Performance of exercises and analysis of scores is emphasized. (Spring)

MUCT 413. Analysis of Music Form **3 hours**

Prerequisite: MUCT 211:212 or permission of instructor.

An analytical study of musical structure from the smallest units of form to the more complex music of all historical periods. (Spring)

MUCT 295/495. Directed Study **1-3 hours**

Individual study open to music majors and other qualified students. Content to be arranged. Approval must be secured from the division chairman prior to registration. May be repeated up to a total of three hours. (Fall, Spring, Summer)

MUSIC HISTORY

MUHL 115. Listening to Music (D-3) **2 hours**

A course designed to acquaint the student with the major composers, musical styles, and forms from the Baroque era to the present. Two listening periods per week are required. (Fall)

MUHL 314. History of Music to 1750 (D-3), (W) **3 hours**

Prerequisite: MUHL 115, MUCT 111:112, or permission of instructor.

A study of music literature from antiquity to 1750 including cultural backgrounds, development of music form and style, and analysis of representative masterworks from each major period of music history. Two listening periods per week are required. (Fall)

MUHL 315. History of Music, 1750 to Present (D-3), (W) 3 hours

Prerequisite: MUHL 115, MUCT 111:112 or permission of instructor.

A study of music literature from 1750 to the present, including cultural backgrounds, development of music form and style, and analysis of representative masterworks from each major period of music history. Two listening periods per week are required. (Spring)

MUSIC EDUCATION**MUED 136. String Materials and Methods 2 hours**

A study of the stringed instruments, including methods and materials for class and private instruction. (Fall)

MUED 146. Brass Materials and Methods 2 hours

A study of tone production, performance techniques, embouchure, fingerings, practical pedagogic technique, and simple repairs. A survey of literature for the instruments and evaluation of teaching methods. (Spring)

MUED 156. Woodwind Materials and Methods 2 hours

A study of tone production, embouchure, fingerings, practical pedagogic technique, and simple repairs. A survey of the literature for the instruments and evaluation of teaching methods. (Fall)

MUED 166. Percussion Materials and Methods 2 hours

A study of percussion instruments, including methods and materials for class and private instruction. (Spring)

MUED 226. Singers Diction 2 hours

Prerequisite: Two hours MUPF 179.

A study of the correct pronunciation of Italian, German, French, and English. (Fall)

MUED 316. Piano Pedagogy 2 hours

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials, and procedures for private and class piano instruction; planning a complete program for pupils on various grade levels including technic, repertoire, and musicianship. (Spring)

MUED 317. Voice Pedagogy 2 hours

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials, and procedures for private and class voice instruction; testing and classification of voices; physiological and psychological problems of voice production and diction. (Spring)

MUED 318. Organ Pedagogy 2 hours

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials, and procedures for instruction in organ; accompaniment of church services; registration of organ literature on various types of organs. (Spring)

CHURCH MUSIC

MURE 200. Ministry of Music (D-3) (Theology majors only) **3 hours**

A study of the rudiments of music, methods of conducting congregational singing, and principles and standards of music for the church. (Fall, Spring)

APPLIED MUSIC

MUPF 108. Group Instruction (E-2) **1 hour**

A course designed for the beginning student in piano or voice. The proper techniques of both speaking and singing are emphasized in voice class. (Fall, Spring)

MUPF 109. Group Instruction (E-2) **1 hour**

A continuation of MUPF 108. (Spring)

MUPF 129. Secondary (G-1) **1-2 hours**

Private instruction in voice, piano, organ, or orchestral instrument. (Fall, Spring, Summer)

MUPF 179. Concentration (G-1) **1-2 hours**

Prerequisite: Examination for freshman standing.

Private instruction in voice, piano, organ, or orchestral instrument. (Fall, Spring, Summer)

MUPF 279. Service Playing (G-1) **1 hour**

Prerequisite: Two hours MUPF 179 (organ) or permission of instructor.

The development of skills requisite to playing both liturgical and non-liturgical services, including hymn playing, choral and solo accompanying, conducting from the console, improvisation and modulation, and selection of appropriate preludes, offertories, and postludes. Performance experience required. (Fall, Spring)

MUPF 329. Secondary (G-1) **1-2 hours**

Private instruction in voice, piano, organ, or orchestral instrument. (Fall, Spring, Summer)

MUPF 379. Concentration (G-1) **1-2 hours**

Prerequisite: MUPF 179 for four hours or equivalent.

Private instruction in voice, piano, organ, or orchestral instrument. (Fall, Spring, Summer)

MUPF 477. Instrumental Conducting Techniques (G-1) **3 hours**

Basic conducting techniques including beat patterns, cues, and expressive gestures. Experience in conducting instrumental ensembles is included. (Spring)

MUPF 478. Choral Conducting Techniques (G-1)**3 hours**

Basic conducting techniques including beat patterns, cues, expressive gestures, and vocal problems. Experience in conducting choral ensembles is included. (Fall)

Courses MUPF 108, 109, 129, and 329 are open to any student of the College as elective credit toward the B.A. or B.S. degree. The music major or minor may not apply these toward his applied music concentration. Students desiring to study organ must pass the Functional Piano Examination.

Courses MUPF 179 and 379 are courses primarily for the music major and minor, but they may be elected by anyone who passes the examination for freshman standing. Jury examinations are required with these course numbers.

The following performance areas may be studied: voice, piano, classical guitar, organ, violin, viola, cello, double bass, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone tuba, and percussion instruments.

MUSIC ENSEMBLES

Music ensembles are open to all college students through audition. Each music ensemble meets three periods per week and offers one hour credit each semester; regular attendance at rehearsals is required.

Course numbers MUPF 178 and 378 do not fulfill the music ensemble participation requirement for music majors except those taking a keyboard concentration. Music majors other than those taking a keyboard concentration who wish Instrumental Ensemble credit must be registered concurrently in Concert Band or Orchestra.

Ensembles on campus are organized and sponsored by members of the music staff.

MUPF 118, 318. Ladies Chorus (G-1)**1 hour each**

(Fall, Spring)

MUPF 128, 328. Concert Band (G-1)**1 hour each**

(Fall, Spring)

MUPF 138, 338. Orchestra (G-1)**1 hour each**

(Fall, Spring)

MUPF 148, 348. College Choir (G-1)**1 hour each**

(Fall, Spring)

MUPF 158, 358. Die Meistersinger Male Chorus (G-1) (Fall, Spring)	1 hour each
MUPF 168, 368. Collegiate Chorale (G-1) (Fall, Spring)	1 hour each
MUPF 178, 378. Ensemble Experience (G-1) (Fall, Spring)	1 hour each

EDUCATION

EDUC 231. Elementary Methods in Curriculum and Instruction: Music	2 hours
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Prerequisite: MUCT 100 (or permission of instructor) or MUHL 115.

A course designed to prepare teachers to direct the music activities in the elementary school. The content includes fundamentals, appreciation, singing, playing, and rhythmic activities. Observation and participation in the music program of the elementary school is required. Two hours lecture and one hour laboratory work per week. (Fall, Spring, Summer)

EDUC 438. Methods of Teaching Music	2 hours
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Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year. (Fall)

(D-3), (G-1), (W) See pages 25-27.

DIVISION OF NATURAL SCIENCE

David A. Steen (Ch.), Wiley Austin, Ronald Carter, Paul Gebert,
Edgar O. Grundset, Duane F. Houck, H. H. Kuhlman, Mitchell Thiel

The study of the science of Biology and Chemistry constitutes one of the most important fields of learning since it deals with the nature of life itself. The aim of the Division of Natural Science is to offer sufficient courses to supply the needs of those students bound for graduate schools, professional schools, industry, education, or for the more casual interests of students with other majors.

Relative to spiritual values, the following statement reflects the philosophy of the Division of Natural Science.

All true science is but an interpretation of the handwriting of God in the material world. Science brings from her research only fresh evidence of the wisdom and power of God. Rightly understood, both the book of nature and the written word make us acquainted with God by teaching us something of the wise and beneficent laws through which He works.

— Ellen G. White, *Patriarchs and Prophets*, page 599.

BIOLOGY

Ron Carter, Edgar O. Grundset, Duane Houck,
H. H. Kuhlman, David A. Steen

A student majoring in Biology should plan his entire program with a member of the Biology staff. His program should then be approved by the departmental staff. The program must meet graduation and general education requirements as outlined elsewhere in this catalog.

Major: Thirty hours for the Bachelor of Arts degree including BIOL 155, 156, 316, 325, 410 or 414, 418 or 419, and 485. Up to three hours of CHEM 323 may apply on a major or minor. Cognate requirement: CHEM 151:152. A course in general physics is highly desirable. A minor in chemistry is recommended.

Major: Forty hours for the Bachelor of Science degree including BIOL 125, 126, 155, 156, 315, 316, 325, 410 or 414, 415, 418 or 419, and 485. Up to three hours of CHEM 323 may apply on a major. Cognate requirements: CHEM 151:152; MATH 114 and 215. A course in general physics is highly desirable.

Minor: Eighteen hours including BIOL 155, 156 (or equivalent). A course in physiology is strongly recommended. Up to three hours of CHEM 323 may apply on a minor. A minimum of six hours must be in upper division.

Teaching Endorsement: The student must earn a major in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

Biology

BIOL 155, 156	Foundations of Biology	8	hours
	Biology electives	8	hours
	TOTAL	16	hours

General Science

BIOL 155, 156	Foundations of Biology	8	hours
	Chemistry and Physics electives	8	hours
	TOTAL	16	hours

Sample First Year Schedule:

		1st Sem.	2nd Sem.
BIOL 155, 156	Foundations of Biology	4	4
CHEM 151,152	General Chemistry*	4	4
ENGL 101, 102	College Composition	3	3
MATH 114	Elementary Functions		4
RELT	Religion Elective	3	
	Elective	2	1
		16	16

*Refer to General Chemistry prerequisites.

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

BIOL 104. Principles of Biology (E-1) 3 hours

This is a basic biology course designed to give the non-science student a modern treatment of the fundamental processes and principles of plant and animal life. Two lectures and one laboratory period each week. Does not apply on a major. (Fall)

BIOL 105, 106. Anatomy and Physiology (E-1) 3,3 hours

A study of the fundamentals of human anatomy and physiology. Two lectures and one laboratory period each week. Does not apply on a major. (Fall, Spring, Summer)

BIOL 107. Natural History (E-1) 3 hours

This course, designed primarily for elementary education majors, is a survey of the principles of the natural sciences. In addition to the emphasis on biological natural history, topics such as astronomy, meteorology, geology, and oceanography are treated in a way that will provide the student with ideas, experiments and materials which will be useful for stimulating and teaching others. Two lectures and one laboratory period each week. Does not apply on major. (Fall, Spring, Summer)

BIOL 125. Microbiology (E-1) 3 hours

A general study of bacteria, viruses, yeasts, molds, and pathogenic protozoa. Special consideration is given to the relationship of microorganisms to health and disease. Course 125 alone does not apply on a major. Two lectures and one laboratory period each week. (Fall, Spring)

BIOL 126. Microbiology (Extra Hour) 1 hour

A study of microbial physiology, environmental and industrial microbiology, and immunology: especially antigen-antibody properties, host-antigen interaction, humoral and cellular immune systems. One hour lecture each week. (Spring)

BIOL 155, 156. Foundations of Biology (E-1) 4,4 hours

This is an introductory course in biology open to all college students. The course is designed to give the non-science student a modern treatment of the fundamental processes of plant and animal life as well as to provide a satisfactory basis upon which a biology major may build. Three lectures and one laboratory period each week. (Fall, Spring)

BIOL 205. Human Biology (E-1) 3 hours

This course encompasses the development, structure, and function of the human body related to everyday living. The course is designed to apply on the basic science requirement for non-science students. A student may not receive credit for both BIOL 105, 106 and 205. Does not apply on a major. Three lectures each week. (Spring)

BIOL 226. Environmental and Current Biology (E-1) 3 hours

A course dealing with the biological aspects and current problems of today's polluted and changing environment. Three lectures each week. (Spring)

BIOL 295. Directed Study 1-3 hours

See BIOL 495.

BIOL 313. Embryology 3 hours

Prerequisite: BIOL 155, 156 or consent of instructor.

An introduction to the development of the vertebrate animal with emphasis on the development of the chick. Two lectures and one laboratory period each week. (Fall)

BIOL 314. Ornithology (E-1)**3 hours**

Prerequisite: BIOL 104, 107, or 156 or consent of instructor.

A systematic study of bird life with special emphasis on external features. Taxonomy, nesting, and feeding habits, flight and migratory patterns. Two lectures and one laboratory period each week. An extended field trip, which applies toward laboratory credit, is planned during spring vacation. (Spring)

BIOL 315. Parasitology**3 hours**

Prerequisite: BIOL 156 or consent of instructor.

A general survey of the more important parasites of man and domestic animals. Two lectures and one laboratory period each week. (Fall)

BIOL 316. Genetics**3 hours**

Prerequisite: BIOL 104, 125 or 155, or consent of instructor.

A study of heredity as related to man and domestic plants and animals and an investigation of gene structure and function. Two lectures and one laboratory period each week. (Fall)

BIOL 317. Ecology**3 hours**

Prerequisite: BIOL 104 or 156 or consent of instructor.

A study of plants and animals in relation to their environment. Two lectures and one laboratory period each week. (Fall)

BIOL 318. Ichthyology**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of the fishes found in the local area, with a survey of the fishes of other waters. Two lectures and one laboratory period each week. Taught in alternate years. (Fall)

BIOL 319. Herpetology**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of amphibians and reptiles of the local area, with a survey of amphibians and reptiles of other areas. Two lectures and one laboratory period each week. Taught in alternate years. (Fall)

BIOL 325. Issues of Natural Science and Religion (E-1), (W)**3 hours**

A survey of the theories of origins and the extent of variations among animals today. Special attention is given to the factual basis for the theories of special creation and evolution. Credit can be applied toward either a Biology or a Religion major or minor. Three lectures each week. (Fall)

BIOL 410. Non-Flowering Plants**3 hours**

Prerequisite: BIOL 104 or 107 or 155 or consent of instructor.

A study of the structure, methods of reproduction, and classification of the non-flowering plants, especially algae, fungi, liverworts, mosses, and ferns. Two lectures and one laboratory period each week. (Fall)

BIOL 414. Systematic Botany 3 hours

Prerequisite: BIOL 104 or 107 or 155 or consent of instructor.

A taxonomic study of the local flowering plants. Two lectures and one laboratory period each week. (Spring or Summer)

BIOL 415. Comparative Anatomy 3 hours

Prerequisite: BIOL 155, 156 or consent of instructor.

A comparison of the anatomy of the various organ systems of vertebrates. The dogfish shark, mud puppy, cat, and/or fetal pig are used for laboratory study. Two lectures and one laboratory period each week. (Spring)

BIOL 416. Entomology 3 hours

Prerequisite: BIOL 104, 107, or 156, or consent of instructor.

An introductory study of the fundamental aspects of insect biology. Two lectures and one laboratory period each week. Taught upon demand during summer session. (Fall or Summer)

BIOL 417. Animal Histology 3 hours

Prerequisite: BIOL 155, 156 or consent of instructor.

A descriptive study of normal tissues, including those of man. The microscopic identification and characteristics of stained section is emphasized in the laboratory. One lecture and two laboratory periods each week. Taught in alternate years. (Spring)

BIOL 418. Animal Physiology 3 hours

Prerequisite: BIOL 106, 156, or equivalent and CHEM 151:152 or equivalent.

A study of the principles of animal function with special attention to man. Two lectures and one laboratory period each week. (Spring)

BIOL 419. Plant Physiology 3 hours

Prerequisite: BIOL 155, 156 and CHEM 151:152 or consent of instructor.

A study of the functions of plant organs. Topics covered include water relations, mineral nutrition, photosynthesis, transpiration, translocation, respiration, and growth. Two lectures and one laboratory period each week. (Spring)

BIOL 485. Biology Seminar (W) 1 hour

Open to Biology majors or minors only or with approval of Biology staff. Reports are made on some specific problem in the field of Biology and on current literature in the field. To be taken in the senior year or with approval of Division Chairman. (Fall or Spring)

BIOL 295/495. Directed Study 1-3 hours

Prerequisite: BIOL 155, 156 or equivalent.

BIOL 495 open to Biology majors or minors only.

Designed for the student who wishes to do private study or research or for a group of students who wish a special course not listed in the regular offerings. Examples: mammalogy, economic botany, cell biology, etc. Content and method of study must be arranged for prior to registration. (Fall or Spring)

EDUCATION

EDUC 438. Methods of Teaching Biology

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction; planning, testing, and evaluating student performances; and the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year. (Spring)

(E-1), (W) See pages 25-27.

GARDENING

AGRI 105. Science of Gardening (G-2)

3 hours

Scientific principles of plant growth with emphasis on food crops. Various aspects of gardening culture emphasized are requirements for plant growth, soil building, crop nutrition, identification and control of diseases and insects, and plant propagation. Two hours lecture and three hours laboratory. May count as partial fulfillment of the general education science requirement for Early Childhood and Elementary Education only. (Fall, Spring)

CHEMISTRY

Wiley Austin, Paul Gebert, Mitchell Thiel

Major: Thirty hours for the Bachelor of Arts degree, including CHEM 151:152, 311:312, 313:314, 315, 321, 485. CHEM 411:412, 413:414 may be substituted for CHEM 315, 321, and CHEM 497 may be substituted for CHEM 485. The first course in Calculus is a cognate requirement.

Major: Forty hours for the Bachelor of Science degree with a major in Chemistry including CHEM 151:152, 311:312, 313:314, 315, 321, 325, 411, 412, 413, 414, 485, and 497 are required. Cognate requirements are: PHYS 211:212, 213:214, MATH 115, 217. Three hours of upper division mathematics may be substituted for MATH 217. German or French is highly recommended. This course of study is designed for the professional chemist.

One of the following may be applied on the major for either the B.A. or the B.S.: an upper division physics course (except PHYS 315), a computer programming course, or PHYS 218.

General Education Requirements: The general education requirements for the above programs are listed elsewhere in this catalog.

Minor: Eighteen hours, six of which must be upper division.

Teaching Endorsement: The student must earn a major in the subject



area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

Chemistry

CHEM 151:152

General Chemistry 8 hours

Chemistry electives 8 hours

TOTAL 16 hours

General Science

BIOL 155, 156

Foundations of Biology 8 hours

Chemistry and Physics electives 8 hours

TOTAL 16 hours

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Prior to the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

CHEM 103. Pre-General Chemistry 2 hours

Basic concepts in chemistry and mathematics as needed to begin General Chemistry. Two hours of lecture each week. Does not apply on a minor or major. Taught second semester only. (Spring)

CHEM 104. Chemistry of Industrial Processes (E-2) 3 hours

An introduction to the elementary chemistry of industrial processes and the physical principles which govern them. Fuels, lubricants, paints, plastics, refrigerants, adhesives, photochemicals, graphic materials, and the crystal structure of metal will be among the topics covered. Two hours of lecture and three hours of laboratory each week. Taught in alternate years. Does not apply toward a major or minor. (Spring)

CHEM 105. Physical Science (E-2) 3 hours

A non-mathematical and qualitative study of astronomy, geology, and meteorology through which a non-science major will be introduced into the attitudes and methods of science. Meets General Education Requirements for Science. Special consideration will be given to current scientific theory and its relationship to the Adventist philosophy. Does not apply on major or minor.

CHEM 111:112. Survey of Chemistry (E-2) 3,3 hours

Prerequisite: A course in high school algebra.

A survey course designed to familiarize the student with the basic principles of inorganic, organic and biochemistry. Three hours of lecture each week. Does not apply to a major or minor. (Fall, Spring, Summer)

CHEM 113:114. Survey of Chemistry Laboratory (E-2) 1,1 hours

Prerequisite: Previous or concurrent enrollment in CHEM 111:112.

Laboratory material designed to illustrate the material in lectures of CHEM 111:112. Three hours of laboratory each week. (Fall, Spring)

CHEM 151:152. General Chemistry (E-2) 4,4 hours

Prerequisites: High school chemistry and mathematics through Intermediate Algebra or Pre-General Chemistry.

An introduction to the fundamental laws and accepted theories along with applications to the various fields of chemistry. Three hours of lecture and three hours of laboratory each week. (Fall, Spring)

CHEM 201:202. Concepts of Biochemistry (E-2) 3,3 hours

Prerequisite: CHEM 103 or successful completion of a high school chemistry course.

A review of basic chemistry and an introduction to the fundamental biochemistry of the body with emphasis on physiological chemistry. Three

hours of lecture each week. Does not apply towards a major or minor. (Fall, Spring)

CHEM 311:312. Organic Chemistry **3,3 hours**

Prerequisite: CHEM 151:152 or its equivalent.

A study of the aliphatic and aromatic compounds of carbon and their reactions. Three hours of lecture each week. (Fall, Spring)

CHEM 313:314. Organic Chemistry Laboratory **1,1 hours**

Prerequisite: Previous or concurrent enrollment in CHEM 311:312.

Laboratory material designed to illustrate the material in lectures of CHEM 311:312. Three hours of laboratory each week. (Fall, Spring)

CHEM 315. Analytical Chemistry **4 hours**

Prerequisite: CHEM 151:152.

A study of equilibria as it applies to analytical chemistry. Techniques of determinations, sampling, handling of data, and the detailed chemistry involved is studied in terms of quantitative determinations. Three hours of lecture and three hours of laboratory each week. (Fall)

CHEM 321. Instrumental Analysis **4 hours**

Prerequisite: CHEM 315.

A study of the theories, techniques and instruments involved in spectrometry, chromatography, electrochemistry and radiochemistry. Three lectures and one laboratory session per week. (Spring)

CHEM 323. Biochemistry **4 hours**

Prerequisite: CHEM 311:312 or CHEM 311 and concurrent enrollment in CHEM 312.

The materials, mechanisms, and end products of the processes of life under normal and pathological conditions are studied. Four hours of lecture each week. (Spring)

CHEM 324. Biochemistry Laboratory **1 hour**

Prerequisite: Previous or concurrent enrollment in CHEM 323.

Laboratory material designed to illustrate the material in lectures of CHEM 323. Three hours of laboratory each week. (Spring)

CHEM 325. Organic Qualitative Analysis **2 or 3 hours**

Prerequisite: CHEM 311:312; 313:314.

Application of solubility principles, classification reactions, and the preparation of derivatives for the identification of both pure compounds and mixtures. Two hours of lecture for nine weeks, and three or six hours of laboratory each week. Offered on sufficient demand. (Fall)

CHEM 333. Advanced Inorganic Chemistry **3 hours**

Prerequisite: CHEM 151:152.

A systematic discussion of the elements including a study of coordination compounds, noble gases, and the current bonding theories. Three hours of lecture each week. (Fall)

CHEM 411. Physical Chemistry **3 hours**

Prerequisites: CHEM 151:152; CPTR 125 or 218; PHYS 211:212; MATH 115.

A study of gases, kinetic theory, liquids, solids, and thermodynamics. Three hours of lecture each week. Taught alternate years. (Fall)

CHEM 412. Physical Chemistry **3 hours**

Prerequisite: CHEM 411.

A study of electrochemistry and conductivity, reaction kinetics, molecular structure, nuclear chemistry, absorption and colloids. Three hours of lecture each week. Taught alternate years. (Spring)

CHEM 413, 414. Physical Chemistry Laboratory **1,1 hours**

Prerequisites: CHEM 315, also CHEM 411, 412 must be taken concurrently or previously. Experiments chosen to illustrate material in CHEM 411, 412. One laboratory period each week. (Fall, Spring)

CHEM 485. Chemistry Seminar (W) **1 hour**

Prerequisite: CHEM 311:312.

Written and oral reports are made on specific topics in the chemistry field. To be taken in the junior or senior year. (Fall)

CHEM 295/495. Directed Study **1-3 hours**

Prerequisite: CHEM 151:152.

Designed for junior and senior students who wish to do private study or for a group of students who wish a special course on topics not taught under the regular class offerings. (Fall, Spring)

CHEM 497. Introduction to Research (W) **1 to 2 hours**

Prerequisite: 20 hours of chemistry or permission of the instructor.

Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student. Prior to registration, two semesters before graduation, students are urged to contact all chemistry staff members with respect to choice of available problems. Should be taken not later than the first semester of the senior year. (Fall, Spring)

EDUCATION

EDUC 438. Methods of Teaching Chemistry **2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year. (Spring)

Taught on the Orlando Campus

CHEM 203. Concepts of Biochemistry **4 hours**

(E-2), (W) See pages 25-27.

MEDICAL TECHNOLOGY

Advisor: Henry Kuhlman

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Students interested in a career in medical technology should complete three years of college in residence and twelve months of clinical training at a hospital whose program is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Upon completion of the clinical program, the degree Bachelor of Science with a major in medical technology is conferred by Southern Missionary College.

To affiliate at most hospitals, a minimum grade point average of 2.75, both overall and in mathematics-science, is required. At least 20 of the 94 hours must be upper division.

Candidates for the Bachelor of Science degree from SMC with a major in medical technology must complete the following requirements:

Biology: including BIOL 125, 126, 155, 156 with BIOL 315 highly recommended	16 hours
Chemistry: including CHEM 151:152; 311, 313 with CHEM 315 very highly recommended	16 hours
Physics: PHYS 211:212 and 213:214	8 hours
Mathematics: MATH 114	4 hours
Medical Technology: MDTC 225	2 hours

General Education Requirements. General education requirements are the same as for other bachelor degree programs, with the exception of the following areas:

B. Religion	9 hours
C. History, Political Science, and Economics	6 hours
D. Language, Literature, and Fine Arts	6 hours
E. See Cognates	
F. Behavioral, Family, or Health Sciences	3 hours
G. Activity Skills	5 hours

Electives to make a total of 94 hours.

Since the admission requirements of affiliating hospitals differ widely, the student should consult the bulletin of the hospital of his choice and follow its prescribed requirements.

MDTC 225. Introduction to Medical Technology **2 hours**

This course is designed to acquaint prospective medical technologists with the profession. The history and standards of medical technology and employment opportunities will be surveyed. Elementary clinical laboratory procedures will be taught and laboratory tours will be conducted.



DIVISION OF NURSING

Ina Longway (Ch.), Ruth Abbott, Karen Anderson, Colleen Barrow, Wayne Bechthold, Ruby Birch, Brita Blumquist, Darlene Boyle, Lenna Lee Davidson, Betty Garver, Dorothy Giacamozi, Ellen Gilbert, Leona Gulley, Dorothy Hooper, Lorella Howard, Shirley Howard, Bonnie Hunt, Catherine Knarr, Marie Krall, Katie Lamb, Paul Lange, Caroline Thatcher McArthur, Marilyn Montgomery, Christene Perkins, Hazel Rice, Krista Riffel, Charlene Robertson, Christine Shultz, Jean Springett, Donna Spurlock, Elvie Swinson, Nancy Thiel, Carol Thomas, Myra Thompson, Paula Wade, Erma Webb, Martha Weeks, Rose Williams, Tina Zimmerman.

PHILOSOPHY

God is the One in whom we live and move and have our being. In the beginning when God created man in His image, it was His purpose that man should throughout his life ever more fully reveal the image of his Creator. But sin brought about in man feelings of distrust of his fellow man and of God, and a great sense of personal insecurity. Sin also weakened his physical powers, lessened his psychosocial capacity, and dimmed his spiritual vision. Man then became subject to various health problems. Those health problems have created a need for intervention from the health-related professions.

Nursing as a health profession is a progressive science and art, utilizing knowledge from many physical and psychosocial disciplines in assisting individuals and groups to solve health problems. While nursing shares with other health care providers the goals of maintaining and promoting optimal health, it is unique in that it provides for the activities of daily living through its nurturing role and coordinates the health care according to observations of behavioral response of the patient/client. Nursing also includes preventive and creative roles in meeting the needs of the whole individual. The nurse can most effectively fill these roles through a consistent relationship with Christ which enables the nurse to assist others to live, move, and have being (Acts 17:28).

As the roles of the nurse have become more complex, the differentiation of responsibilities of nurses has created a need for nursing personnel with different levels of preparation. The implication for nursing education is that it must provide curricula to educate a clearly defined practitioner on each level of practice. To meet this need, students in the articulated baccalaureate program receive an associate of science degree after the second year with the option to halt their education or continue upper division nursing. The person who exits at this level will primarily provide nurturing and coordinating aspects of nursing in a circumscribed setting. This nurse will apply the nursing process in assessing the level of wellness of the patient/client using predetermined criteria and techniques, will plan and implement predetermined interventions, and will function in predetermined leadership roles. These roles will include management of care for groups of patient/clients and direction of auxiliary personnel.

In a variety of settings the baccalaureate graduate will provide preventive, creative, coordinative, and collaborative aspects of nursing. The nurse practicing at this level will act as a change agent utilizing the research orientation to the nursing process which includes the systematic gathering of data, considering alternatives, implementing predetermined and/or creative interventions, evaluating outcomes, and assuming accountability for actions. On completion of the program the graduate will have competence in a variety of practice settings and beginning expertise in at least one area. The graduate will be equipped to move quickly into beginning leadership roles and will have the theory and practice base in behavioral and physical sciences for graduate study in nursing.

DESCRIPTION OF PROGRAM

The articulated program leads to a baccalaureate degree in nursing with the option to exit at the associate degree level. The holders of an associate degree from a state approved program in nursing may progress into upper division nursing. Licensed diploma graduates will be evaluated on an individual basis.

The requirements for the Associate of Science degree in nursing may be completed in two academic years, plus two three-semester-hour summer courses. At this time the student is eligible to write State Board Examinations for licensure to become a Registered Nurse.

The curriculum in the lower division focuses on independent learning, utilizing the modular approach, and mastery of essential content. A well-equipped learning center and skills laboratory are provided for independent study. Students work in small groups with a readily available instructor.

One semester of both lower and upper division is spent on an extension campus.

The curriculum in the upper division consists of a combination of modules, or learning packets, lectures, seminars, and independent study. Ten hours of nursing electives allow the student a choice of an area(s) of in-depth study.

A curriculum study is in progress in the Division of Nursing and all students will be required to participate in validation procedures designed to evaluate and improve the individual student and the program of study.

CLASS AND CLINICAL LABORATORY

The Division of Nursing requires students to attend all class and clinical laboratory periods. Students who are admitted to the Division of Nursing are considered adequately mature to realize the importance of regular attendance and to accept this as a personal responsibility.

ACCREDITATION

The program in nursing is fully accredited by the Board of Review for Baccalaureate and Higher Degree Programs and Associate of Science Degree Programs of the National League for Nursing. It is accredited by the National League for Nursing to admit registered nurse students to the curriculum. It is recognized by the Board of Regents of the Department of Education of the General Conference of Seventh-day Adventists, and it is approved by the Tennessee Board of Nursing.

BACHELOR OF SCIENCE DEGREE

Major: Thirty-five hours for the Bachelor of Science degree after completion of the Associate of Science degree at SMC or the equivalent* including NRSG 325, 327, 335, 395, 425, 484, 485. Required cognates: RELT 373, CHEM 201, 202, BUAD 344 and three hours upper division Behavioral Science. General education requirements include an additional three hours Area B, three hours Area C or D, three hours Area D, and elective credit to make a total of 128 semester hours.

*Graduates of a state approved associate degree nursing program will be considered to have met the general education requirements for the first two years of the program. If an Area C-1 course was not included in their associate degree program, however, it must be taken in fulfillment of the Bachelor of Science degree general education requirements of "3 hours Area C or D." A maximum of 72 semester hours will be accepted from a junior college.

ASSOCIATE OF SCIENCE DEGREE

Major: Thirty-two hours for the Associate of Science degree including NRSG 105, 116, 117, 215, 216, 217, 218, 219. Required cognates: BIOL 105, 106, 125, PSYC 126, 127, SOCI 125, FDNT 125. General education requirements for Areas A, B, and C are the same as for the other disciplines of the College.

LOWER DIVISION ADMISSION AND PROGRESSION REQUIREMENTS

Minimum requirements for admission to the clinical area of the Division of Nursing are listed below. The final decision on acceptance and continuation in nursing is made by the Division of Nursing. Declaration as a nursing major is not the equivalent of acceptance to the Division of Nursing.

1. Acceptance to Southern Missionary College.
2. High school grade point average of 2.50* minimum on solids (math, science, English, history, foreign language).
3. A grade of "C" or better in each semester of high school chemistry.
4. Minimum ACT standard score of 17 in English and composite. Students below 16 in math must take or successfully challenge MATH 100 before enrolling in NRSG 116 and/or 117, Basic Nursing II. If math ACT score is below 22, student must take MATH 104 or 204 before graduation.
5. A student who does not meet the high school grade point average or ACT requirements may remove these deficiencies by attending college for one semester during which he takes a minimum of twelve semester hours in required courses leading to nursing, with a current and cumulative grade point average of at least 2.50.*
6. No cognate or nursing course may be repeated more than one time. No more than a total of two courses may be repeated.
7. A student who does not meet the high school chemistry requirement may remove this deficiency by taking one semester of college chemistry and earning a "C" or better.
8. A grade of at least C (2.00) is required in each nursing course for progression and/or graduation. A grade of at least "C-" is required in each nursing cognate with a minimum cumulative grade point average of at least 2.25* in the cognates for admission and progression in nursing. (Cognate courses are Anatomy and Physiology, Nutrition, Developmental Psychology, Microbiology, and Sociology.)
9. A grade point average of at least 2.25 is required in nursing and in the cognates for graduation.
10. Students with previous college work must have a minimum current and cumulative grade point average of 2.50.*
11. Students whose native language is other than English must achieve at least 90 on the Michigan English Proficiency Test or its equivalent.
12. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work and/or delay in progression in the program will be required if performance level is not achieved.

*On a 4.00 scale

- 13. Following application to the Nursing Admissions Committee, transfer students from another major or another college will be evaluated individually and assisted in fitting into the program.
- 14. The applicant must show evidence of physical, mental, and moral fitness. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
- 15. A licensed practical nurse or ex-Army medic may challenge Basic Nursing I (105). Arrangements to challenge must be made with the coordinator of the first year of the program. Challenge involves clinical and theory evaluation.

The following should be sent to the Director of Admissions and Records by March 1 for the fall class and by October 15 for the winter class: (1) application to the College, (2) application to the Division of Nursing, (3) transcripts, (4) ACT scores. The fall class usually fills by the end of May. Class size for each semester is limited by available clinical facilities and teachers. A new class begins each semester. Students who for various reasons are not able to complete a semester or do not progress with their class, cannot be assured placement in their choice of subsequent class.

CURRICULUM (First and Second Year)

The Division of Nursing reserves the right to withdraw or revise courses as deemed necessary. All hour values are in semester hours. Completion of these requirements leads to an Associate of Science degree and eligibility to sit for State Board Examinations.

Number of Hours Required:

Nursing 32	Natural Science 12
Behavioral Science 7	General Education 15

Sample Sequence:

		1st Sem	2nd Sem
First Year			
BIOL 105	Anatomy and Physiology	3	
PSYC 127	Developmental Psychology II		2*
FDNT 125	Nutrition	3	
NRSG 105	Basic Nursing I	4	
NRSG 116	Basic Nursing II		5**
NRSG 117	Basic Nursing II		4**
ENGL 101	College Composition	3	
PSYC 126	Developmental Psychology I	2	
RELT	Religion elective		3
SOCI 125	Sociology		3**
TOTAL		15	17
Summer			
BIOL 106	Anatomy and Physiology	3	

Second Year		1st Sem	2nd Sem
BIOL 125	Microbiology	3	
RELT	Religion		3
NRSG 216	Basic Nursing IV	4	
NRSG 217	Basic Nursing IV	4	
NRSG 218	Basic Nursing V		6
ENGL 102	College Composition	3***	
	Elective (General Education, Area C)****		3
NRSG 219	Nursing Trends		1
	TOTAL	15	13
Summer			
NRSG 215	Basic Nursing III	3	

*Offered on both Collegedale and Orlando campuses.

**Offered only on the Orlando campus.

***Exempt if grade of A or A- received in ENGL 101.

****If World History not taken in high school, should be HIST 174 or 175.

NRSG 105. Basic Nursing I: Foundations **4 hours**

Prerequisite: Chemistry (high school or equivalent).

Co-requisites: FDNT 125 Nutrition, BIOL 106 Anatomy and Physiology.

This course is an introduction to the physical, psychosocial, and spiritual aspects of health care. The student develops an understanding of the roles of the nurse, utilizes the nursing process, and acquires selected nursing skills (two hours theory, two hours clinical). (Fall, Spring)

NRSG 116. Basic Nursing II: Medical-Surgical **5 hours**

Prerequisite: BIOL 106 Anatomy and Physiology, FDNT 125 Nutrition, NRSG 105 Basic Nursing I.

Must meet college math requirements.

This course provides students with the theory and practice of nursing in dealing with selected basic needs of adults at different points on the illness-wellness continuum. This includes focusing on the aged, individuals experiencing surgical intervention, and those with selected medical-surgical problems. The nursing process is utilized to promote physical, psychosocial, and spiritual health, intervene in illness, and assist in rehabilitation (two and one-half hours theory, two and one-half hours clinical). (Fall, Spring)

NRSG 117. Basic Nursing II: Parent-Infant **4 hours**

Prerequisite: BIOL 106 Anatomy and Physiology, FDNT 125 Nutrition, NRSG 105 Basic Nursing I.

Must meet college math requirements.

This course provides nursing students with theory and practice in the care of childbearing families. This includes promoting physical, psychosocial, and spiritual health of expectant mothers and their infants before, during, and immediately following delivery, utilizing the nursing process (two and one-half hours theory, one and one-half hours clinical). (Fall, Spring)

NRSG 215. Basic Nursing III: Parent-Child

4 hours

Prerequisite: PSYC 126 Developmental Psychology I, NRSG 116 Basic Nursing II.

This course provides nursing students with the theory and practice of family-centered care of children at different points on the illness-wellness continuum (two and three-fourths hours theory, one and one-fourth hours clinical). (Fall, Spring, Summer)

NRSG 216. Basic Nursing IV: Medical-Surgical

4 hours

Prerequisite: NRSG 116 Basic Nursing II, BIOL 105 Anatomy and Physiology.

Prerequisite or co-requisite: PSYC 127 Developmental Psychology II, BIOL 125 Microbiology.

This course provides students with the theory and practice of nursing in continuing to deal with selected basic needs of adults at different points on the illness-wellness continuum. This includes focusing on nursing process as applied to individuals who are experiencing interferences of the cardiovascular, renal, and endocrine system; promoting physical, psychosocial, and spiritual health; intervening in illness; and assisting in rehabilitation (two hours theory, two hours clinical). (Fall, Spring, Summer)

NRSG 217. Basic Nursing IV: Mental-Health

4 hours

Prerequisite: NRSG 116 Basic Nursing II, BIOL 105 Anatomy and Physiology.

Prerequisite or co-requisite: PSYC 127 Developmental Psychology II, BIOL 125 Microbiology.

This course provides students with the opportunity to utilize the nursing process in intervening with clients throughout the life span with emphasis on specific psychosocial needs at different points on the illness-wellness continuum (two and one-half hours theory, one and one-half hours clinical). (Fall, Spring)

NRSG 218. Basic Nursing V: Medical-Surgical

6 hours

Prerequisite: BIOL 125 Microbiology, NRSG 216 Basic Nursing IV, NRSG 217 Basic Nursing IV.

This course provides students with the theory and practice of utilizing the nursing process in dealing with complex needs related to psychosocial, physical, and spiritual aspects of individuals who have medical-surgical interferences. The student is introduced to leadership concepts (three hours theory, three hours clinical). (Fall, 1980; Spring 1981)

NRSG 219. Trends

1 hour

Prerequisite: NRSG 216 Basic Nursing IV, NRSG 217 Basic Nursing IV.

This course assists the student in recognizing the impact which historical events and current trends have upon the future of nursing. It also includes an orientation to the problems and responsibilities of the registered nurse as a practitioner. (Fall, Spring)

UPPER DIVISION ADMISSION AND PROGRESSION REQUIREMENTS

Minimum requirements for admission to upper division nursing are listed below. The final decision on acceptance and continuation in nursing is made by the Division of Nursing. Declaration as a nursing major is not the equivalent of acceptance to the Division of Nursing.

1. Acceptance to Southern Missionary College.
2. Minimum grade point average of 2.25 for lower division courses in nursing.
3. Minimum cumulative grade point average of 2.25 with no grade below "C-" for lower division cognate courses.
4. Students whose native language is other than English must pass an English proficiency test. If the student fails the English proficiency test, he must take remedial work in written and spoken English and repeat the proficiency test with a passing grade before entering nursing.
5. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work will be required if performance level is not achieved.
6. Following application to the Nursing Admissions Committee, transfer students from another major or another college will be evaluated individually and assisted in fitting into the program.
7. The applicant must show evidence of moral, physical, social, and intellectual maturity. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
8. Validating Procedures:

All students admitted to upper division must meet the minimal expectations delineated for the completion of lower division. Information regarding minimal expectations is available upon request. Equivalency of prior learning will be assessed by validating examinations. Deficiency in any area will require counseling and remedial measures.

9. Eligibility for Licensure:

Applicants to be considered for admission to junior standing in nursing must either have a current license to practice as a registered nurse in the U.S. or, if a new graduate or foreign student, must be eligible to sit for State Boards. A student must pass state board examinations before registering for senior clinical nursing courses.

10. Experience:

A. Student who has graduated within five years prior to application.

1. Satisfactory clinical performance and character references are required from basic nursing program.
2. Satisfactory work performance and character references are required from employer(s). Students who have graduated within the previous twelve months will be exempt from the work requirement.
- B. Student who has graduated more than five years prior to application.
 1. Minimum of one year satisfactory work experience in nursing for each five years since graduation and one year must be in the last five years.
 2. Satisfactory work performance and character references are required from employer(s).
11. Nursing Credit:
 - A. Associate Degree Graduate.
 Graduates of a state approved associate degree nursing program will have met nursing requirements for the first two years of the program.
 - B. Diploma Graduate.
 Graduates of a state approved diploma program will be evaluated on an individual basis. A maximum of thirty-one semester hours of nursing credit may be given which is equal to the requirements of the first two years of nursing at Southern Missionary College.
12. General Education and Cognates:
 - A. Associate Degree.
 Graduates of a state approved associate degree program will be considered to have met general education requirements for the first two years of the program, including history and mathematics requirements.
 - B. Diploma Graduate.
 1. Credit is acceptable for courses comparable to those required at Southern Missionary College if received from an accredited senior or junior college or by examination according to the policy stated in the bulletin.
 2. All cognates for the first two years must be completed before entering junior nursing courses. General education requirements may be taken concurrently.
13. Progression:
 - A. No cognate or nursing course may be repeated more than one time. No more than a total of two courses may be repeated.
 - B. A grade of at least C (2.00) is required in each nursing course for progression and/or graduation. A grade of at least "C-" is required in each nursing cognate with a minimum cumulative

grade point average of at least 2.25* in the cognates for admission and progression in nursing. (Cognate courses are CHEM 201 and 202, Selected Concepts in Biochemistry; BUAD 344, Personnel Administration; RELP 373, Christian Ethics.)

- C. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work will be required if performance level is not achieved.

CURRICULUM (Third and Fourth Years)

The Division of Nursing reserves the right to withdraw or revise courses as deemed necessary. All hour values are in semester hours.

Number of hours required:

Nursing 35	Natural Sciences 6
Behavioral Science 6	General Education 15

Sample Sequence

		1st Sem	2nd Sem
<i>Third Year</i>			
NRSG 395	Nursing Research	4	
NRSG 327	Nursing Assessment	4	
CHEM 201	Selected Concepts in Biochemistry	3	
CHEM 202	Selected Concepts in Biochemistry		3
PSYC 344	Personnel Administration	3	
RELP 373	Christian Ethics	3	
NRSG 335	Community Health		8
NRSG 325	Advanced Physiology	—	4
TOTAL		17	15
<i>Fourth Year</i>		1st Sem	2nd Sem
NRSG 425	Advanced Nursing Concepts	5**	
NRSG 484	Nursing Elective I	5**	
NRSG 485	Nursing Elective II	5**	
	Elective (General Education, Area C or D) — An area C course is required unless an Area C course was included in the associate degree.		3
	Elective (General Education, Area D)		3
	Religion		3
	Elective (General)		3
PSYC or SOCI	(Elective — General Education, Area F-1, Upper Division Behavioral Science)	—	3
TOTAL		15	15

*On 4.00 scale.

**Offered only on Orlando campus.

NRSG 325. Advanced and Pathologic Principles of Human Physiology **4 hours**

Prerequisites and co-requisites: CHEM 201, 202 Selected Concepts in Biochemistry, completed or equivalents. (May be concurrently enrolled in Chemistry 202.)

This course assists the student to integrate principles of physiology with clinical practice, to correlate physical manifestations with pathologic interferences, and to move toward more independent predictive care of patient/client (four hours theory). (Fall, Spring)

NRSG 327. Nursing Assessment **4 hours**

Prerequisite: Junior standing in nursing.

This course provides opportunities for creativity in the utilization of the expanding role of the clinical practitioner. Enables the student to develop advanced skills in utilizing the nursing process through history taking, physical examination, health planning, and counseling of the patient/client (two hours theory, two hours clinical). (Fall, Spring)

NRSG 335. Community Health **8 hours**

Prerequisites: NRSG 327 Nursing Assessment.

A course which includes concepts and practice of the nursing process with emphasis on moving individuals, families, and communities toward their optimal level of functioning on the illness-wellness continuum. This course combines community and mental health concepts (four hours theory, four hours clinical). (Fall, Spring)

NRSG 395. Nursing Research (W) **4 hours**

Prerequisites: Junior standing in nursing.

Scientific methods of inquiry are applied to nursing problems including framework for practice, principles of data treatment, and analysis. The student plans a mini-research project. The course is designed to give the student the concepts, methods, and tools for intelligent participation in and application of research and evaluation. In addition to the research component, this course orients the student to the goals and philosophy of professional practice (four hours theory). (Fall, Spring — Collegedale; Summer — Orlando)

NRSG 425. Advanced Nursing Concepts **5 hours**

Prerequisites: Senior standing in nursing; PSYC 344 Personnel Administration.

A course that integrates and utilizes the major concepts of the Nursing Division's philosophy of nursing emphasizing the promotion of high level wellness ("having being"). Focus will be placed on the following three concepts: temperance, interdependence, and agape. These concepts will be applied to the five major clinical areas of nursing practice (four hours theory, one hour clinical). (Fall, Spring)

NRSG 484. Nursing Elective (Research Component) (W) **5 hours**

Prerequisite: Senior standing in nursing and completion of PSYC 344, Personnel Administration.

This course provides opportunity for the student to select an area of

specialized interest in which to enlarge the scope of nursing practice using creativity in developing clinical competence and utilizing scientific methods of inquiry in the carrying out of a research project. The student may choose one of the following clinical settings for this elective:

484A Community Health

1. Health Education
2. Community Health Nursing

484B Critical Care

484C Mental Health

484D Nursing in a Community Hospital

484E Parent-Child

484F Parent-Infant

484G Rehabilitation in Neurological and Orthopedic Nursing

484H Surgical Nursing

(one hour theory, four hours clinical). (Fall, Spring)

NRSG 485. Nursing Elective (Leadership Component) 5 hours

Prerequisite: NRSG 484 Nursing Elective (Research Component).

This course provides opportunity for the student to select an area of specialized interest in which to use creativity in developing clinical competence and management skills. The student may choose one of the following clinical settings for this elective:

485B Critical Care-Progressive Care

485C Mental-Health

485D Nursing in a Community Hospital

485E Parent-Child

485F Parent-Infant

485G Rehabilitation in Neurological and Orthopedic Nursing

485H Surgical Nursing

(one hour theory, four hours clinical). (Fall, Spring)

NRSG 295/495. Directed Study 1-3 hours

Prerequisite: Approval of division chairman.

Individual study in an area of choice shall be worked out with the department prior to registration. Either upper or lower division credit may be earned. The area of directed study will appear on the transcript. No more than six hours directed study may be applied toward a degree.

GENERAL EDUCATION OFFERED BY THE DIVISION OF NURSING

NRSG 204. Family Health (F-3) 3 hours†

A multi-disciplinary course which provides an introduction to principles of family health with emphasis on disease prevention and recognition of health problems. Instruction is provided in handling emergency situations, basic home nursing skills, and applying natural preventive and remedial measures. (two hours theory, one hour clinical). (No credit given for nursing majors). (Spring)

(F-3), (W) See pages 25-27.

†Laboratory course

DIVISION OF RELIGION

Douglas Bennett (Ch.), Jerry Gladson, Lorenzo Grant, Norman Gulley, Frank Holbrook, Helmut Ott, Ronald Springett, Edwin Zackrison

The Division of Religion offers two majors to provide for the diversified interests and ambitions of students. A Bachelor of Arts degree in theology serves candidates for the ministry of the Seventh-day Adventist Church, providing the undergraduate academic preparation for the Theological Seminary of Andrews University, Berrien Springs, Michigan. Also, the division offers a Bachelor of Arts degree in Religion for students who may be preparing to serve as secondary teachers, Bible instructors, chaplain's assistants, or residence hall deans in denominational institutions, and for those who may be preparing for various other professions, such as medicine, dentistry, and law. All majors must arrange their programs with a teacher in the Division of Religion and have that program approved by the division. Each program will be individualized for the student and approval will be granted on the following considerations: first, evidence of a program having both balance and diversity; second, the needs of each student professionally and individually must be considered; and third, all general education and major requirements must be fulfilled.

Beyond these objectives, the division is also endeavoring to help both the major and non-major students develop a personal religious life in commitment and service as well as to enhance their appreciation and understanding of God as Creator and Redeemer. It also seeks to enlarge the student's appreciation and comprehension of the Bible as the infallible rule of faith and practice for the Christian.

Religion Major: Religion majors who wish to be admitted to the Teacher Education Program must meet the requirements for admission found under the Education Section, page 84, and Methods of Teaching Bible, page 177. Personal criteria for evaluating those who apply for teacher education may be obtained from the Division of Religion.

Thirty hours for the Bachelor of Arts degree in the categories designated Bible and Religion including RELB 345, 346, 425, 426, 435, 436; also RELT 238 and 485. One of the following is also required: RELB 126 or RELT 155, 225, 235, 236, or 324 (155 is required for certification).

Theology Major: A student who wishes to be admitted to the theology program in preparation for the ministry must file a formal application to



the Division of Religion during the first semester of his sophomore year. All sophomore ministerial students must take a battery of vocational tests before being permitted to continue upper division work. The time for the test will be announced by the department. Upper class transfer students must file an application during the first semester in residence. The applicant must have an overall cumulative 2.25 grade point, demonstrate competence in English communication skills, and show evidence of moral, physical, social, and intellectual fitness, emotional maturity, and professional commitment.

Only those who receive approval of the Ministerial Recommendations Committee will be admitted into the professional courses: Homiletics, Personal Evangelism and Church Administration, and Evangelistic Methods. If at any time after being admitted to the ministerial program a student provides evidence of failing to live up to the stated criteria listed, he may be dropped from the major. The criteria for admission to the ministerial training program may be obtained from the Division of Religion.

The candidate for the ministry will take thirty hours in Bible and Religion for the Bachelor of Arts degree including RELB 345, 346, 425, 426, 435, 436; RELT 238 and 485. One of the following is also required:

Religion

172 RELB 126 or RELT 155, 225, 235, 236, or 324. He will also take the following Applied Theology minor:

Minor—Applied Theology:

SPCH 317 Persuasion	3 hours
RELP 321:322 Homiletics	4 hours
RELP 351, 352 Personal Evangelism and Church Administration	3,3 hours
RELP 455 Evangelistic Methods	2 hours
EDUC 125 Principles and Organization of Education ..	3 hours

General Education Cognates: (For theology students only.)

MUPF 200 Ministry of Music	3 hours
ENGL 101:102 College Composition	6 hours
RELL 271:272; 311:312 Foreign Language	14 hours
SPCH 135 Introduction to Public Speaking	3 hours
Social Science	8 hours

Twelve hours of history, including HIST 174, 175 Survey of Civilization; 364, 365 History of the Christian Church; three hours Political and Economic Systems; and three hours of Behavioral Science [PSYC 124, SOCI 365 recommended].

Minor—Religion: Includes at least one course from each of the following three areas and additional courses from RELB and RELT to make a total of 18 semester hours:

- RELB 345, 346
- RELB 435, 436
- RELB 425, 426, RELT 225, 324

Those who plan to teach must include RELT 155 and 238 to qualify for denominational certification. (For those preparing to teach, RELB 345, RELB 435, and RELT 235 must be taken. RELT 236 or RELB 125 are strongly recommended.)

Prior to the end of the sophomore year, the student must apply to the Division of Education and Human Sciences for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the Division of Education and Human Sciences for admission to the professional semester.

Biblical Language Minor: Eighteen hours from RELL 271:272; 311:312; 413:414; or RELL 471:472.

Summer Field Programs: The major program is the evangelism field school conducted under the auspices of the division and offering five hours of credit.

Additional programs for the individual student and student teams may be available by approval of the Division of Religion to requests

coming from the conferences of the Southern Union Conference. Satisfactory prior arrangements must be made with the Division of Religion.

Details concerning the field school and the associated programs and application forms for the same are available through the Division of Religion.

One may add, if he chooses, a second endorsement in Bible after qualifying with an initial teaching endorsement in another area by taking 12 hours from four of the seven courses listed below.

RELB 125	Life and Teachings of Jesus	3 hours
RELB 335, 336	New Testament Epistles	3,3 hours
RELB 425	Studies in Daniel	3 hours
RELB 426	Studies in Revelation	3 hours
RELB 445, 446	Old Testament Studies	3,3 hours

Note: One only of the following three courses may count toward the general education requirement for religion: RELT 315, 317, or 325.

BIBLICAL STUDIES

RELB 125. Life and Teachings of Jesus I (B-1) 3 hours

A study of the life, ministry, and teachings of Jesus with special emphasis upon His teachings as they apply to the personal, social, and religious problems of the individual. (Fall, Spring)

RELB 126. Teachings of Jesus II (Honors) (B-1) 3 hours

A study of the life, ministry, and teachings of Jesus with special emphasis upon His teachings as they apply to the personal, social, and religious problems of the individual. An advanced course studying the sources for knowledge of the historical Jesus; the historical content of the Gospels; Jesus as a teacher and the major themes of His teachings found in the Gospels. Students with credit for Teachings of Jesus I may not enroll for Teachings of Jesus II. This course is strongly recommended for Theology and Religion majors. (Fall, Spring)

RELB 345. Old Testament Studies (B-1) 3 hours

An introduction to the Pentateuch, Historical books, and the Psalms. Attention will be given to the basic structure, theme, and theological content of each book surveyed. Since the method employed will be exegetical in character, some consideration will be given to both the various contemporary approaches to the Old Testament and the nature of the Old Testament text. (Fall, Summer)

RELB 346. Old Testament Studies (B-1) 3 hours

An introduction to the Prophets, the Wisdom literature, and the Apocrypha. Exegetical attention will be given to the basic structure, theme, and theological content of each book surveyed. A concluding section of the course will focus on the intertestamental period and the relationship of the Old Testament to the New. (Spring)

RELB 425. Studies in Daniel (B-1)

3 hours

Recommended: HIST 174, 175.

A comprehensive study of the book of Daniel and its application for our day, including a survey of its backgrounds and historical setting. Special attention is given to the defense of the book against modern critics. (Fall, Spring)

RELB 426. Studies in Revelation (B-1)

3 hours

Recommended: HIST 174, 175.

A study of the prophecies and symbolisms of Revelation with their historical fulfillments and their intimate relationships to the prophecies of the book of Daniel. Some consideration will be given to a study of the history of interpretation of the Apocalypse. (Fall, Spring, Summer)

RELB 435. New Testament Epistles (B-1)

3 hours

An exegetical study of the following epistles in the order of their composition: 1 and 2 Thessalonians, 1 and 2 Corinthians, Galatians, and James. Includes a background survey of the book of Acts. (Fall, Summer).

RELB 436. New Testament Epistles (B-1)

3 hours

An exegetical study of Romans, the Prison, Pastoral, and General epistles, (excluding James) and Hebrews. (Spring, Summer)

RELIGION

RELT 155. Christian Beliefs (B-2)

3 hours

An investigation of the Biblical teachings held by the Seventh-day Adventist Church. This course will involve a thorough study of the major teachings with a view to enhancing the student's understanding and ability to provide Biblical support for his faith. (Fall, Spring, Summer)

RELT 225. Studies in Last-Day Events (B-2)

3 hours

The purpose of this course is to alert the student to a wealth of prophetic material which describes the final events of earth and to help the student better understand the character of God and man's role in the closing events. (Fall, Spring, Summer)

RELT 235. Righteousness by Faith (B-2)

3 hours

An examination of the theme of righteousness by faith from a biblical perspective. Attention will be given to the Catholic and Reformation viewpoints especially as they relate to the ongoing discussion within Seventh-day Adventism. (Fall, Spring)

RELT 236. Biblical Interpretation (B-1)

3 hours

A course intended to provide insight into a workable and useful method of Bible study which will enrich anyone wishing to learn how to read and understand the scriptures. It will cover inspiration and revelation, the study of principles and laws governing the interpretation of poetry, narrative, parables, prophecy, etc. Available Biblical tools which will aid one in Bible study will be shared. (Fall, Spring)

RELT 238. Adventist Heritage (B-2)**3 hours**

A study of the worldwide advent emphasis of the early nineteenth century and the subsequent development of the Seventh-day Adventist Church and faith, and of the contributory role played by the spiritual gift of prophecy in its development. (Fall, Spring, Summer)

RELT 295. Directed Study**1-3 hours**

This course is reserved for off campus projects. Arrangements for such projects must be made no later than second semester registration. No credit will be given for any project that was not approved in advance by the Division of Religion. (Fall, Spring, Summer)

RELT 317. Issues in Physical Science and Religion (B-2)**3 hours**

(See Division of Mathematical Sciences PHYS 317.)

RELT 324. Last Day Events II (Honors) (B-2)**3 hours**

The purpose of this course is to alert the student to a wealth of prophetic material which describes the final events of earth and to help the student better understand the character of God and man's role in the closing events. A study of last day events in the context of biblical, early church, post-Nicean, Reformation, and contemporary theology, with particular attention to Adventist eschatology. Students with credit for Last Day Events I may not enroll for Last Day Events II. (Spring, 1982)

RELT 325. Philosophy of Natural Science and Religion (B-2)**3 hours**

(See Division of Natural Science listings.)

RELT 326. Sanctuary and Atonement (B-2), (W)**3 hours**

The study of the underlying principles of the plan of salvation as revealed in the sanctuary services of the Old Testament. (Spring)

RELT 339. Selected Studies in Religion (B-2)**3 hours**

This course is designed to provide an exposure to a wide range of religious studies dealing with vital issues, theological areas, and biblical studies. The subject will change each semester and it may be repeated once for credit. Open to all students. (Spring)

RELT 367. Philosophy of Religion (B-2)**3 hours**

A study of the basic concepts of religion from a philosophical viewpoint. Attention will be given to such major questions as religious experience, reason and faith, theism and atheism, religious language, and the problem of evil. (Spring, 1982)

RELT 368. World Religions (B-2)**3 hours**

Theological study of the major Christian and non-Christian religions of the world, including a survey of the history and the distinctive characteristics of each. (Fall, Spring)

RELT 373. Christian Ethics (B-2)**3 hours**

An introductory course in the study of ethical methodology. This course

surveys a number of approaches to discovering and implementing an ethical norm. These norms are applied to current personal and social issues relevant to the student. (Fall, Spring)

REL T 485. Christian Theology (B-2), (W) 3 hours

An introduction into systematic theology dealing with current theological issues, and an attempt at an Adventist systematic theology. (Fall, Spring)

REL T 495. Directed Study (B-2) 1-3 hours

This course is limited to Religion and Theology majors and must be approved by the chairman of the Department of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. (Fall, Spring, Summer)

APPLIED THEOLOGY

REL P 127. Student Missions Orientation 1 hour

A course designed to help students better understand cultural differences, interpersonal relationships, health care, social and monetary problems, personal qualifications for service and certain denominational policies for overseas service. Required of all students under appointment to mission service. (Spring)

REL P 305. Positive Way Leadership 3 hours

Prerequisite: Teaching experience in the Positive Way Christian Life Seminar.

This course speaks to particular church growth problems in the church and their proposed solution through the use of the directive growth group. A study of the practical application of the doctrine of salvation will create the substantial background for ideals presented in the class. From there the student will be taught how to successfully share the salvation principles with others using the Positive Way methods.

REL P 321. Homiletics 2 hours

Prerequisites: SPCH 135 and 317.

An introduction to sermon development and delivery. Attention will be given to the sermon structure and the preparation of topical and textual sermons. Opportunity will be given to preach and analyze sermons. One lecture and two laboratories each week. *To be taken in the junior year.* (Fall)

REL P 322. Homiletics 2 hours

Prerequisites: SPCH 135 and 317 and REL P 321.

Expository, biographical, and narrative sermon types will be considered. One to two field trips will be required. One class lecture and two laboratories each week. Opportunity will be provided to develop some proficiency in preaching. *To be taken in the junior year.* (Spring)

REL P 351. Personal Evangelism 3 hours

This course is concerned with helping the student form a biblical philosophy of personal evangelism and exploring methods of carrying

through that philosophy into actual ministry. Field work with the churches will be required. The course may also be taken in connection with the summer Field School of Evangelism. (Fall, Spring, Summer)

RELP 352. Church Administration

3 hours

A study of the pastor's work as it relates to the local congregation, the community, and the conference. Attention will be given to the full range of pastoral duties as they are grounded in careful theological analysis of the minister's role. Field experience with the area churches will be required. (Fall, Spring)

RELP 455. Evangelistic Methods

2 hours

A study of the principles employed in conducting public evangelistic meetings. The student will learn how to plan, develop, and conduct an evangelistic series. This course is available also in connection with the Summer Field School of Evangelism. (Fall, Summer)

BIBLICAL LANGUAGES

RELL 271:272. Elements of New Testament Greek (D-1) **4,4 hours**

A study of the grammar and syntax of the vernacular koine Greek of New Testament times, with readings in the epistles of John. Laboratory work required. (Fall, Spring)

RELL 311:312. Intermediate New Testament Greek (D-1) **3,3 hours**

A course in advanced studies, grammar, and syntax of koine Greek with translation of readings from the Gospel of John, the Synoptics, and the Pauline Epistles. (Fall, Spring)

RELL 413:414. Greek Exegesis

2,2 hours

Prerequisite: RELL 311:312.

A course in exegesis of selected passages from the Synoptic Gospels and the Pauline and General Epistles, based on a grammatical and syntactical analysis of the original text with an introduction to textual criticism. (Fall, Spring)

RELL 471:472. Biblical Hebrew (D-1)

3,3 hours

A foundation course in the study of Biblical Hebrew with an emphasis on reading skills. There will be three class sessions each week and a one-hour laboratory. (Fall, Spring 1981-82)

EDUCATION

EDUC 438. Methods of Teaching Bible

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year. (Spring)

(B-1), (B-2), (D-1), (W) See pages 25-27.

SELF-SUPPORTING WORK

OCED 204. Principles of Self-Supporting Work 2 hours

The objectives of this course are to set forth principles from the Spirit of Prophecy; review the history and successes and failures of self-supporting institutions; study plans and methods of operation and set before the student the needs and call for active involvement as lay members to help finish the work of the church. (Fall)

COLLEGE WITHIN A COLLEGE

The Student Association administers a program of mini-courses called College Within a College. The courses are two contact hours in length and cover a variety of subjects. One semester hour of credit will be awarded upon completion of twenty such mini-courses. A maximum of four semester hours of elective credit will be awarded through this program. Consult the Student Association College Within a College Bulletin concerning courses, times, and costs.

PRE-PROFESSIONAL CURRICULA

Pre-professional and pre-technical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other pre-professional programs are desired, faculty advisers are prepared to assist the student in working out a satisfactory sequence of courses needed to meet the admission requirements of the chosen professional school.

ALLIED HEALTH PROFESSIONS

Professionals in allied health careers perform a variety of functions to assure the excellency of health care. For admission to the Loma Linda University School of Allied Health Professions, students must take the Allied Health Professions Admissions Test and fulfill the specific requirements listed below for each professional field. Further information may be obtained from the advisors and the bulletin for the School of Allied Health Professions.

ANESTHESIA

Advisor: Chris Perkins

Registered nurses who are comfortable working in critical care areas may be interested in becoming registered nurse anesthetists. Graduation from an approved program of nursing and a valid nursing license is required. Additional requirements may be determined by consulting the Bulletin for the Loma Linda University School of Allied Health Professions and/or the Nursing Department.

DENTAL HYGIENE

Advisor: Wiley Austin

A career as a dental hygienist is of interest to those desiring employment in preventive dental services and as assistants to professional dentists. Students planning to enroll in the Dental Hygiene program at Loma Linda University School of Dentistry must take the Dental Hygiene Aptitude Test no later than the fall of the year before entry to Loma Linda is desired and should take two years of college work (64 semester hours)

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including the following courses. The bulletin for the School of Dentistry should be consulted for further information.

ENGL 101:102	6 hours
Speech	2 hours
Humanities	8 hours
(Select two from fine arts, foreign languages, literature, philosophy)	
BIOL 105, 106	6 hours
CHEM 111:112, 113:114	8 hours
Other natural sciences (select from microbiology, genetics, general biology and general zoology)	3 hours
Social Science (select three areas from history, psychology, sociology, anthropology, economics)	12 hours
Religion	6 hours
Electives to make a total of 64 hours selected in consultation with advisor.	

DENTISTRY

Advisor: Wiley Austin

Because of competition for admission to schools of Dentistry, most applicants have completed a four-year college degree rather than the required minimum of two years of college.

Successful applicants to Dental School must make satisfactory scores on the Dental Admissions Test in addition to meeting G.P.A. and personal qualifications. For a reasonable chance of admission to Loma Linda, it is recommended that the student maintain a minimum G.P.A. of 3.0 in both science and non-science courses. Satisfactory performance on the Dental Dexterity Test is also required.

The following courses must be included to meet the minimum requirements for admissions to the Loma Linda University School of Dentistry:

BIOL 155, 156	8 hours
BUAD 344	3 hours
CHEM 151:152, 311:312, 313:314	16 hours
ENGL 101:102	6 hours
FDNT 125	3 hours
INDS 174 (recommended)	4 hours
MATH 114	4 hours
PHYS 211:212, 213:214	8 hours
PSYC 124	3 hours
Physical Education	1 hour
Religion	9 hours
Electives	8 hours

DIETETICS

Advisor: Alice Calkins Williams

The student preparing for a career in dietetics must complete two years of college work prior to admission to the Loma Linda University School of Allied Health Professions. The Bachelor of Science degree is conferred by Loma Linda University upon completion of two additional years of professional training. The following pre-professional courses must be included in the student's academic program.

ENGL 101:102	6 hours
Speech	2 hours
Literature, Fine Arts, or Foreign Language	6 hours
(may include HIST 174)	
CHEM 111:112, 113:114	8 hours
BIOL 106, 125	6 hours
MATH 104	3 hours
PSYC 124, SOCI 125	6 hours
ECON 224 or 225	3 hours
Anthropology, geography, history or political science	3 hours
FDNT 125, 126, 127, 317	9 hours
ACCT 121 (administrative dietetics only)	3 hours
Religion	9 hours
Electives (in consultation with advisor)	0-3 hours

The Allied Health Professions Admission Test is required.

Students preparing for admission to the dietetics program of another university (e.g., Andrews University) should consult a bulletin from that institution and the advisor to determine specific prerequisites.

ENGINEERING

Advisor: Robert Moore

Walla Walla College has established an affiliation in engineering with SMC whereby up to two years of the engineering program may be taken on the SMC campus and the remaining two or three years at Walla Walla. Many students take five years to complete the engineering program. Students can choose from three areas of concentration: mechanical, electrical, civil. The WWC engineering program is fully accredited with the Engineers' Council for Professional Development, the national organization for engineering accreditation. The WWC engineering enrollment consists of approximately 250 students, many of whom are on various SDA campuses for their first year or two. The following courses are recommended:

Humanities/Social Studies	6-9 hours
Physical Education	2 hours

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Religion/Bible	6-9 hours
ENGL 101:102	6 hours
INDS 149	3 hours
MATH 115, 217, 315 and/or 319	13-16 hours
CHEM 151:152	8 hours
CPTR 125	3 hours
PHYS 211:212; 213:214; 217, 218	10 hours

The Humanities/Social Studies category includes courses such as art, literature, music, economics, history and behavioral science.

LAW

Advisor: William Wohlers

The student interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. A free copy of the brochure entitled "Law School Admission Test" may be secured by writing to the Educational Testing Service, Box 944, Princeton, New Jersey 08540. This will make possible the planning of a pre-professional program which will qualify the student for admission to several schools. Although admission is granted by some schools to gifted students after three years of college, it is wise to plan a course of study which will lead to a bachelor's degree with emphases in the following fields: business, history, English, and behavioral science. Certain courses recommended by all institutions include American history, freshman composition, principles of economics, American government, creative writing, principles of accounting, English history, business law, speech, and mathematics.

The student is advised to obtain the booklet "Law Schools and Bar Admission Requirements" published by the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois 60637, which provides information concerning the desired pre-professional backgrounds.

MEDICAL RECORDS ADMINISTRATION

Advisor: Joyce Cotham

Students who desire to obtain a Bachelor of Science degree in Medical Records Librarianship should complete two years of general education course work at Southern Missionary College and then proceed to Loma Linda University to concentrate on Medical Records Administration subjects during the junior and senior years. The pre-professional curriculum should include the following courses:

ENGL 101:102	6 hours
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Humanities (Select at least two fields: fine arts, foreign language, HMNT 205, literature, philosophy, and speech)	12 hours
BIOL 105, 106	6 hours
One additional science sequence (recommended)	6-8 hours
MATH 104 (recommended)	3 hours
Social Science: PSYC 124. Select from anthropology, economics, geography, history, or sociology	12 hours
Typing (college credit or typing proficiency of 50 wpm for ten minutes).	
SECR 315	3 hours
Religion	9 hours
Electives sufficient to make a total of 64 hours. (Chosen in consultation with advisor).	

The Allied Health Professions Admission Test is required.

MEDICINE

Advisor: Wiley Austin

Medical colleges, as a rule, require the completion of academic requirements for a baccalaureate degree. Along with the completion of stated admission requirements, a broad college program of liberal education is preferred to give balance to professional studies and later service.

Applicants for admission to the Loma Linda University School of Medicine should maintain a grade point average of at least 3.50 in both science and non-science courses. The following courses must be included in the applicant's academic program. Additional classes in biology and chemistry are recommended.

BIOL 155, 156, 313	11 hours
CHEM 151:152, 311:312, 313:314	16 hours
ENGL 101:102	6 hours
MATH 114, 115	8 hours
PHYS 211:212, 213:214	8 hours
Religion	12 hours

OCCUPATIONAL THERAPY

Advisor: Alice Calkins Williams

Two years of college work are required for admission to the Loma Linda University School of Occupational Therapy. The Bachelor of Science degree is conferred by Loma Linda University upon completion

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of two additional years of professional training. The pre-professional curriculum should include the following courses:

ENGL 101:102 College Composition	6 hours
Humanities (speech, crafts, ceramics, woodworking, and one of the following: fine arts, foreign language, HMNT 205, literature, philosophy)	
BIOL 105, 106, 125	9 hours
CHEM 111:112, 113:114 or PHYS 211:212, 213:214 ..	8 hours
PSYC 124, 126 and SOCI 125	8 hours
One other behavioral science course	3 hours
Religion	9 hours
Electives to bring total to 64 hours (art and behavioral science recommended) chosen in consultation with advisor	

The Allied Health Professions Admission Test is required.

Information concerning occupational therapy opportunities may be obtained by writing the American Occupational Therapy Association, 6000 Executive Boulevard, Suite 200, Rockville, Maryland 20852.

OPTOMETRY

Advisor: Ray Hefferlin

The admission requirements to colleges of optometry vary, so the student should follow the catalog from the school of his or her choice. However, all place emphasis on biology, chemistry, mathematics and physics. Additional courses in the areas of fine arts, language, literature, and the social sciences are usually necessary.

A minimum of two years of preoptometric study is required. However, additional study increases the prospects of acceptance into professional training. This is illustrated by the following data for the 1978 entering class for all Schools of Optometry:

Semester Hours Completed	% of Entering Class
60-90	12
91-120	21
121+	67

Following is a list of pre-Optometry courses required by most schools:

BIOL 125 and 155:156	11 hours
CHEM 151:152	8 hours
ENGL 101:102	6 hours
MATH 114, 115, 215	12 hours
PHYS 211:212, 213:214	8 hours
PSYC 124	3 hours

Direct individual inquiries are welcomed by the American Optometric Association, Division of Education and Manpower, 7000 Chippewa Street, St. Louis, Missouri 63119.

OSTEOPATHIC MEDICINE

Advisor: Wiley Austin

A viable alternative to allopathic medical schools, which grant the M.D. degree, are the osteopathic medical schools whose graduates receive the D.O. degree.

Many Seventh-day Adventists have attended the Kansas City School of Osteopathic Medicine, one of twelve osteopathic medical colleges in this country.

Courses for admission are basically the same as those for Loma Linda except that Calculus is not required.

For a reasonable chance of acceptance, a minimum grade point average of 3.0 should be maintained in both science and non-science subjects.

PHARMACY

Advisor: Wiley Austin

The bachelor's degree program in pharmacy normally requires 5 years, the first two years of which may be taken at SMC.

Admission requirements to colleges of pharmacy are somewhat variable so the student should consult the catalog of the school of his choice for specific course recommendations.

Minimum admission requirements to the University of Tennessee College of Pharmacy at Memphis are:

ACCT 121	3 hours
BIOL 155:156	8 hours
CHEM 151:152, 311:312, 313:314	16 hours
ENGL 101:102	6 hours
PHYS 211, 213	4 hours

Additional requirements include:

Literature or Foreign Language	4 hours
Social Sciences:	
Psychology	2 hours
Other	4 hours
Speech	2 hours
Electives	12 hours

A minimum grade of "C" must be obtained for each required pre-pharmacy class. A higher grade point average will, of course, increase

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the chance of acceptance into pharmacy school. In addition, a satisfactory score must be achieved on the National Pharmacy College Admission Test.

PHYSICAL THERAPY

Advisor: Alice Calkins Williams

Two years of college work is required for admission to the Loma Linda University School of Physical Therapy. After the completion of two additional years of professional training, the Bachelor of Science degree is conferred by Loma Linda University. The following courses should be included in the pre-physical therapy curriculum to qualify for admission to LLU.

ENGL 101:102	6 hours
Humanities (include at least two areas: speech highly recommended, fine arts, foreign language, HMNT 205, literature, philosophy)	9 hours
BIOL 125, and 105, 106 or 155, 156	9-11 hours
CHEM 111:112, 113:114	8 hours
PSYC 124, 126	5 hours
Other social sciences (Select from anthropology, economics, geography, history, political science, or sociology)	4 hours
Religion	9 hours
Electives sufficient to make a total of 64 hours chosen in consultation with advisor. (If the student has taken no high school physics, he/she will need one semester of college physics with laboratory.)	

The Allied Health Professions Admission Test is required.
Prior to acceptance, 80 hours of experience in a physical therapy department either as a work volunteer or employee is required.

PUBLIC HEALTH SCIENCE

Advisor: Christene Perkins

Today there is an increasing demand for programs that promote health and that prevent disease as well as treat it. Two major factors influencing this demand are (a) an effort to slow down or decrease the rising costs of medical care and (b) emphasis on improving the quality of life. The undergraduate program in public health science at Loma Linda University provides an opportunity to emphasize the prevention of illness and the promotion of health. The first two years of the program are offered at SMC after which the student transfers to Loma Linda to complete the work to receive the Bachelor's degree in public health science. The

following courses should be included in the pre-public health science curriculum to qualify for admission to LLU. Students not having had high school physics must enroll in college physical science.

ENGL 101:102	6 hours
Humanities (include at least two areas: speech (highly recommended), fine arts, foreign language, HMNT 205, literature, philosophy)	9 hours
BIOL 105, 106 or 155, 156, and 125	9-11 hours
CHEM 111:112, 113, 114	8 hours
MATH 104	3 hours
PSYC 124, SOCI 125, ECON 225	9 hours
Religion	9 hours
Electives sufficient to make a total of 64 hours chosen in consultation with advisor.	

The Allied Health Professions Admission Test is required.

RADIOLOGY TECHNOLOGY

Advisor: Henry Kuhlman

To be eligible for admission to programs in radiological technology in the Loma Linda University School of Allied Health Professions, a student must have completed a minimum of 32 semester hours including the courses listed below.

ENGL 101:102	6 hours
BIOL 105, 106	6 hours
CHEM 111:112, 113:114	8 hours
MATH 104 (recommended)	3 hours
PHYS 107 (if no high school physics)	3 hours
PSYC 124 or SOCI 125	3 hours
Religion	3-6 hours
Typing (recommended)	
Electives to meet the minimum of 32 semester hours chosen in consultation with advisor.	

The Allied Health Professions Admission Test is required.

A list of approved schools of X-ray technicians may be obtained by writing to the American Society of X-ray Technicians, 16 Fourteenth Street, Fond du Lac, Wisconsin 54935.

RESPIRATORY THERAPY

Advisor: Wiley Austin

To be eligible for admission to programs in respiratory therapy in the Loma Linda University School of Allied Health Professions, a student

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must have completed a minimum of 32 semester hours including the courses listed below.

ENGL 101:102	6 hours
BIOL 125; 105, 106 or 155, 156	9-11 hours
CHEM 111:112, 113:114	8 hours
MATH 104	3 hours
PHYS 107 (if no high school physics)	3 hours
PSYC 124 or SOCI 125	3 hours
Religion	3-6 hours
Speech (recommended)	2 hours
The Allied Health Professions Admission Test is required.	

VETERINARY MEDICINE

Advisor: Edgar Grundset

Competition for admission to colleges of veterinary medicine is very keen. Consequently, most successful applicants have completed a degree rather than the required minimum of two years of college.

The applicant must make a satisfactory score on the Veterinary Aptitude Test in addition to meeting grade point average and personal qualifications for admission. Professional training entails another four years of school beyond college.

Minimum admission requirements to the University of Tennessee College of Veterinary Medicine in Knoxville are:

BIOL 125, 155:156	11 hours
CHEM 151:152, 311:312, 313:314, 323	20 hours
ENGL 101:102	6 hours
MATH 114, 115	9 hours
PHYS 211:212, 213:214	8 hours

Additional requirements include:

Humanities	8 hours
Social Sciences	8 hours
Speech	2 hours
Animal Science (not offered at SMC)	9 hours

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FINANCIAL BUDGET AND CAMPUS EMPLOYMENT

It is the goal of Southern Missionary College to provide every student the opportunity to obtain a Christian education. The administration of SMC and the Student Finance Office will make every effort to assist students in meeting their financial obligations in order to obtain this Christian education.

The Director of Student Finance will assist students in finding work on campus to the extent called for in the student's budget. The College has many part-time jobs available, thus making it possible for students to work and defray a **significant** portion of their school expenses if they are committed to do so. It is the individual student's responsibility to make a personal effort to secure employment and prove that he or she can render valuable service on the job. It is also extremely important to arrange a class schedule that is compatible with a work program. The College has provided afternoon classes for many students so that they can work in the morning and go to school in the afternoon and thus have a better opportunity to obtain employment on the campus.

It is necessary that before registration each student submit a plan to the College showing how he intends to finance his college expenses. This plan should be shown on the student budget form obtained from the Student Finance office.

Community students are to pay on a cash basis, and it should be understood that the College gives students living in residence halls preference in the assignment of work opportunities.

Should the student budget call for financial aid in the form of loans or scholarships, the student should contact the Director of Student Finance, P.O. Box 370, Collegedale, Tennessee 37315. Applications for financial aid should be completed as early as possible but no later than July 1 of the current year. See *Financial Aid* portion in this section for further details.

STUDENT COSTS

Tuition:

Tuition charges range from \$110-\$125 per hour. Students taking one

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to twelve hours will be charged at the rate of \$125 per hour. Students taking over twelve hours will be charged as follows:

Total Hours Per Semester	Tuition Charge Per Semester	Approximate Average Hourly Rate Per Semester
12	\$1500	\$125
13	1573	121
14	1638	117
15	1695	113
16	1760	110
17	1887	111
18	2016	112

Family Rebate. When two students from the same immediate family are in attendance at SMC each taking eight semester hours or more and having the same financial sponsor, a tuition rebate of 5% will be applied to each statement. A 10% rebate will be applied when three or more students have the same financial sponsor and are taking eight or more semester hours each.

Music. One semester hour of private music instruction consists of twelve one-half hour lessons. All persons who wish to take music must enroll at the Admissions Office. Enrollment for all music instruction must be for a full semester whether or not credit is desired. Refunds will be granted only when the instructor is not available for lessons.

Refund Policy. A student may drop all classes within one week after registration with a tuition charge not to exceed \$90. After the first week a student dropping all classes will have the tuition refunded on a sixteen-week prorated basis. Refunds will be calculated according to the official date of completed drop voucher and the return of the student's ID card to the Student Finance Office.

Credit Refund Policy. Credit refunds will be made 30 days after the monthly statement is received for the last month the student was in school, in order to be certain that all charges have been processed. For example, if a student drops out of school in December, a credit refund would not be made until after the January statement is prepared during the first week of February.

If the student has received financial aid during the current semester, any credit balance over \$100 will be credited to the aid fund, with priority given to loans. Amounts less than \$100 will be refunded to the person responsible for the student's account. Cash refunds will not be made to the student without authorization from the parent or the financial sponsor.

During the first week following registration, students may make necessary changes in their class programs without charge. A fee of \$5

will be assessed for each change in the course program after the first week following registration. No reduction in tuition charges will be made for program changes made after three weeks following registration.

SPECIAL FEES AND CHARGES

The following special fees and charges are assessed separately inasmuch as they may not apply to all students nor do they occur regularly:

Application for admission (not refundable)	\$15.00
Late application for admission (not refundable)	20.00
Automobile parking fee (per semester) — Dormitory	20.00
Automobile parking fee (per semester) — Village	7.00
Change of Program	7.00
Late Registration	20.00
Nursing Education fee (per semester)*	75.00
Re-registration fee (must be cash)	25.00
Credit by examination, per hour	15.00
Recording fee for credit by examination	15.00
Special examination for course waiver	10.00
Transcript	2.00
Graduation in absentia	30.00
Late return of organizational uniform	15.00
(The full cost will be charged if irreparably damaged or not returned.)	
Insufficient funds check	5.00
Rescheduling mid-term and final examinations	25.00

*Declared nursing majors enrolled in a nursing class.

MISCELLANEOUS CHARGES

The following items may be charged to the student's account:

- Books and class required school supplies (maximum \$137.50 each semester). When a student reaches the \$137.50 maximum during the semester, all further books and supplies must be paid for in cash.
- Subscriptions to professional journals as required by departments of instruction.
- Nursing uniforms costing approximately \$50 but not including capes or other non-required garments.
- Membership dues for professional clubs of the following departments of instruction: Nursing (T.A.S.N.), Education (S.E.A.), and Music (M.E.N.C.)
- Cost of nursing school pin for graduating seniors.

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HOUSING

Residence Halls. Single students not living with parents are required to reside in one of the College residence halls. These accommodations are rented for the school year and charged on a semester basis in September and January. There are no refunds made for vacation periods or absences from the campus. If students drop classwork they are refunded a prorated portion of the semester charge beginning with the date of non-occupancy of the room. Charges for a room for eight months are as follows:

Thatcher Hall	\$720
Talge Hall	720
Orlando Nurses' Dormitory	720

Rates for Collegedale include flat laundry service at the College Laundry. (Laundry and dry cleaning in excess of flat laundry will be charged to the student's account at regular published laundry prices.)

Residence halls room charges also include infirmary care and basic health services provided by the Director of Health Services at the Health Service Center.

Room charges are based on two students occupying one room. A student may, upon application to the residence hall dean, be granted the privilege of rooming alone when sufficient rooms are available. The surcharge for this arrangement is \$60 per semester.

Married Students. The College has available for rent a number of apartments and mobile homes for married students who take a minimum of eight hours each semester. The apartments range in size from two to six rooms and are either furnished or unfurnished. Rents range from \$70 to \$250 per month. Trailer space is available at \$50 per month in the College Mobile Home Park for married students with their own trailer. The married student is responsible for all moving and parking charges of his or her personal trailer. Storage facilities are available for an additional \$7 per month. Rent charges are based on the date of issue and return of keys and proper clearance with the Housing Manager (Associate Business Manager's Office). Married students renting either an apartment or a trailer from the College will be required to pay an advance payment of \$125. This advance payment is paid in two installments. A payment of \$50 is due with the housing application. A payment of \$75 is due at the time the apartment or trailer is rented. This \$75 payment will be refunded if the apartment is left clean and in proper order and after approval by the Housing Manager.

Other apartments owned by private individuals in the Collegedale community may also be available.

FOOD SERVICE

The cafeteria plan of boarding allows the student the privilege of choosing food and paying for what is selected. Board charges for students vary greatly. Students are encouraged to eat healthfully by avoiding between-meal snacks and by eating at the cafeteria or the Campus Kitchen where balanced meals are provided. A student getting a nutritionally adequate diet by eating all meals at the cafeteria should expect to pay approximately \$4.50 per day.

ADVANCE PAYMENT

Regular: All students are required to make an advance payment before registration. The advance payment for all students registering for five or more semester hours is \$825. Students who wish to reside in college housing other than dormitories are required to make an additional advance payment of \$125 housing deposit. When a married couple enrolls for a combined total of seventeen semester hours or less of classwork, they will be charged only one advance payment. This advance payment is held until the end of the school year when it is credited to the last monthly statement to help cover expenses for that month.

Housing: Dormitory room reservations require a \$75 advance payment in addition to the above-mentioned \$825 advance payment; however, the \$75 advance housing payment must be received by July 1. Prior to July 1, a tentative reservation may be made. However, to insure the reservation the \$75 advance payment must be paid by that date. Requests for reservations after July 1 must be accompanied by the \$75 payment.

Students who register at the College and remain in residence a minimum of thirty days are eligible for advance payment refunds which will be credited to the final statement. When dormitory rooms are not left in good condition, costs of repairing damage and/or cleaning will be charged to the student's account.

If notice of nonattendance is given to the College at least four weeks before scheduled registration, one-half of the housing advance payment will be refunded. The housing advance payment will not be refunded when less than three weeks notice of nonattendance is given.

Foreign Students: Foreign students must remit \$1,000 to the College and submit a written statement verifying financial strength to cover college expenses. An agreement to make payment in accordance with the financial policies of the College is also necessary prior to issuance of an I-20 immigration form.

In addition to the \$1,000 advance payment, which is held in reserve until the student terminates studies at the College, the student must

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make the regular advance payment required of all students by the date of registration.

Nursing Students: Students desiring to enroll in the nursing program are required to send an advance payment of \$50 along with their applications to insure a reservation in the nursing program. This advance payment will be considered a part of the advance payment of \$950 (or \$875 for non-dormitory resident students) necessary for registration. This advance payment will be credited to the last statement of the school year along with all other advance payments as outlined. If a student applies for the nursing program but does not attend the College, the \$50 nursing advance payment will be forfeited.

All advance payments will be refunded to the student's account at the close of the academic year except for the special foreign student advance payment of \$1,000, which is refunded at the termination of the student's stay at the College.

ADVENTIST COLLEGES ABROAD FINANCIAL POLICY

Student must pay \$100 with admission application and sign the payment agreement in the Student Finance Office stating that the required ACA charges for the year will be paid to Southern Missionary College before departure from the states.

ESTIMATED STUDENT BUDGET

Average Resident Hall Budget:	One Semester	Both Semesters
Tuition (based on fifteen hours per semester)	\$1695.00	\$3390.00
Books, supplies, and miscellaneous	137.50	275.00
Rent	360.00	720.00
Food (\$125 per month average)	500.00	1000.00
TOTAL	\$2692.50*	\$5385.00*

*Personal expenses not included.

The following are some of the possible resources which can be used to pay college expenses.

Summer earnings (net)	\$ 900
Part-time earnings during school year (twenty hours per week)	1,500
Basic Educational Opportunity Grant	1,800 (non-repayable)
Student Loan	1,185 (no payments due while attending school)
Scholarships	
TOTAL	\$5,385

METHOD OF PAYMENT

Students enrolling in Southern Missionary College can take their option of one of the three methods of payment schedules.

Plan I. Cash in Advance. When the total estimated charges for tuition of twelve hours or more, other fees, room and board for a semester are paid in cash at registration, a discount of three percent is allowed on this cash payment. Amounts paid as a result of student loans, Opportunity Grants, Colporteur Scholarships, college aid programs, etc., are excluded from the amount on which the discount is allowed. Students choosing to use this plan must bring with them at registration time, the full amount required by the plan for the semester, less the advance payments made. They will also need to bring sufficient funds for purchase of books and personal items.

Plan II. Contract with Southern Missionary College. Students desiring to pay educational expenses in installments on a monthly basis may choose to follow this plan. The method of billing will be:

Tuition for one semester
Room rent for semester (\$360)
Cafeteria, actual charge for the month
Bookstore, actual charge for the month
Other, actual charge for the month
Less labor credit for the month
Less cash or other credits for the month

Monthly statements will be issued about the fifth day of each calendar month. Cafeteria charges will be charged through the last day of each month. Accounts are due and payable upon receipt of statement according to the following schedule:

		Past Due Date
September statement	ONE-THIRD of total charges less credits upon receipt of statement	October 31
October statement	ONE-HALF of charges less credits upon receipt of statement	November 30
November statement	TOTAL BALANCE of statement is due in full BEFORE semester examination permits will be issued.	

Students with unpaid accounts on the fifth of the following month will be subject to cancellation of registration until proper financial arrangements are made.

The above schedule of payment must be maintained since the college budget is based upon 100% collection of student charges.

A student cannot take semester examinations, register for a new semester, or participate as a senior in commencement exercises until the

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account is current according to the preceding regulations. No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans. **No exceptions will be made.**

The second semester statements and payment schedule will follow the same procedure as the first semester with the exception that the student's advance payment will be applied toward settlement of the final statement.

		Past Due Date
January statement	ONE-THIRD of charges less credits upon receipt of statement	February 26
February statement	ONE-HALF of charges less credits due upon receipt of statement	March 26
March statement*	TOTAL BALANCE remaining of statement is due in full BEFORE semester examination permits will be issued.	

*The advance payment will be credited to this statement.

A carrying charge of one-half percent per month will be added to the amount if not paid by the last day of the month. This is the past due date in the payment schedule for first and second semesters. No cash discount is allowed on Plan II, and a carrying charge of one percent per month will be added to all unpaid balances beginning sixty days after the student leaves Southern Missionary College.

Collection Policy: After a student leaves Southern Missionary College, any unpaid account balance will be turned over for collection after 120 days if SMC has not been able to receive regular payments on that account. Arrangements can be made for the payments, but these arrangements must be kept, to keep the account out of the hands of a collection agency.

PLAN III. Contract with Richard Knight or Tuition Plan, Inc. Students and parents desiring to pay educational expenses in monthly installments and to have the advantages of cash payment with the College may select a low-cost deferred payment program available through either of these organizations specializing in educational financing.

After considering the discount allowed by the College, the following benefits are realized at little, if any, cost to those entering under this plan:

1. A three percent cash discount is allowed each student entering under Plan III if the College receives payment for the student at its regular disbursement time each semester.
2. The payments may be reduced to a minimum by being spread over 12 months or, in the case of a four-year contract, up to 96 months.
3. The contract may be cancelled at any time without penalty.
4. The account may be insured. In the event of death or total disability

of the person responsible for payments, the balance of an insured contract is paid in full.

At the time of figuring the contracts, students may choose to include in their contract sufficient cash to cover books, fees, school supplies, etc. Any items not included in the contract plan chosen must be paid for in cash at the time they are received or arranged.

The plan is open to employed parents and bona fide sponsors, and all arrangements should be made several weeks before registration in order to be assured of the three percent discount. Sufficient cash must also be brought to cover items not included in the contract.

Those desiring further information covering these deferred payment plans may contact the Director of Student Finance.

ORLANDO CAMPUS EXPENSES — DIVISION OF NURSING

The Division of Nursing offers part of its program on the Collegedale campus and part on the Orlando, Florida, campus. Charges for tuition and other expenses follow the same schedule as for college work on the Collegedale campus. Due to the concentrated program and laboratory schedule, nursing students generally find it very difficult to arrange acceptable work schedules.

NURSING STUDENTS' UNIFORMS

Approximately \$50 will be needed for uniforms. The uniforms will be purchased the first semester of the freshman year. The cost of the uniforms only may be charged to the student's account if desired.

STUDENT TITHING

SMC encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements may be made by the student (except for those employed at the McKee Baking Company and in the Federal Work-Study Program) to have ten percent of his school earnings charged to his account as tithe and two percent for church expense. These funds are then transferred by the College to the treasurer of the Collegedale Seventh-day Adventist Church. Tithe on earnings at the McKee Baking Company and from the Federal Work-Study Program may be withdrawn by the student at the Student Finance Office and paid in cash.

BANKING AND CASH WITHDRAWALS

The accounting office operates a deposit banking service for the convenience of the student. Financial sponsors should provide students

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with sufficient funds through the banking service to cover the cost of personal items of an incidental nature and travel expenses off campus including vacation periods. Withdrawals may be made by the student in person only as long as there is a credit balance. These deposit accounts are entirely separate from the student's regular school expense account. Withdrawals from regular expense accounts are discouraged and permitted only under special arrangement with the Director of Student Finance and with the permission of the financial sponsor.

Each student should bring approximately \$137.50 for books and miscellaneous supplies at the beginning of each semester if he desires to pay cash for these items.

STUDENT LABOR REGULATIONS

Believing in the inspired words that "systematic labor should constitute a part of the education of youth" (E. G. White), SMC has made provision that every student enrolled may have the privilege of organizing his educational program on the "work-study" plan. "Jesus the carpenter, and Paul the tent-maker, . . . with the toil of the craftsman linked the highest ministry, human and divine" (E. G. White). The College not only provides a work-study program, but strongly recommends it to each student enrolled.

Ample work opportunities for students are available in departments and industries operated by the College and in local private businesses. The industries must serve their customers daily, necessitating a uniform working force. To continue these industries in operation, students assigned thereto must continue their work schedules to the end of the term. (Preparation for tests should be a day-by-day matter.) Any student who drops his work schedule without making proper arrangements may be suspended from class attendance until proper arrangements are made with the Director of Student Finance. It should be understood that once a student is assigned to work in a given department, he is expected to remain there for the entire school year except in cases where changes are recommended by the school nurse or approved by the College.

Should a student find it necessary to be absent from work, he must make prior arrangements with his work superintendent. In case of illness, he will inform the Health Service.

The Office of Student Finance for the College strives to place students on jobs. For various reasons the College cannot guarantee work to a student even though his application may have been accepted on a plan calling for an approximate number of hours of work per week. Some students choose class schedules with classes so scattered that a reasonable work program is impossible. Some are physically or emotionally unable to work; others are erratic at meeting work assignments. It is the

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responsibility of the student to render acceptable service to the employer in order to maintain a job. The department superintendent reserves the right to dismiss the student if his service is unsatisfactory. The student pay rate is not less than student rates set by the government wage-hour law. It may be higher if a student possesses special skills or training.

LABOR FOR FOREIGN STUDENTS

Foreign students on non-immigrant visas are required by law to secure permission before accepting any off-campus employment. Foreign students with student visas are allowed to work on campus up to twenty hours a week. Wives may work only if they have student visas of their own or have immigrant visas.

FINANCIAL AID

Southern Missionary College provides financial aid for students through loans, scholarships, and employment.

The financial aid program is administered in conjunction with the nationally-established policy and philosophy which is that the parents are the primary and responsible source for helping a student to meet his educational costs. Financial aid is available to help fill the gap between the student's own resources (parental contribution, summer earnings, savings, etc.) and the total cost of attending Southern Missionary College. The amount of parental contribution will be based on the family's financial strength: net income, number of dependents, allowable expenses and indebtedness, and assets. The Family Financial Need Analysis from the American College Testing Program or College Scholarship Service is used in determining a student's eligibility for financial aid.

No applicant will be denied financial aid on the basis of sex, race, color, national origin, or ethnic group. The financial aid office has established procedures and practices which will assure equitable and consistent treatment of all applicants.

Students are urged to apply early for financial assistance. Priority will be given to applicants whose applications are complete by April 1. Applications received by the College after April 1 will be processed as long as funds are available.

FINANCIAL AID APPLICATION PROCEDURES

The following applications must be completed annually for the federal and state financial aid programs:

1. The Family Financial Statement (FFS) of the American College

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Testing Program or the Financial Aid Form (FAF) of the College Scholarship Service.

2. The American College Testing Program (ACT) Student Data Form or the Financial Aid Form (FAF) must be sent to Southern Missionary College.
3. Federally Insured Loan or State Guaranteed Student Loan application as required by lender.

Forms are available from the Southern Missionary College Student Finance Office.

RENEWALS

Financial aid awards are made for one academic year only. Students must reapply each year.

VETERANS

Southern Missionary College is approved for the training of veterans as an accredited training institution. Those who qualify for educational benefits should contact the nearest Veterans Administration office.

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Missionary College is required to report promptly to the V.A. the last day of attendance when an eligible person withdraws or quits attending classes regularly.

A veteran or eligible person may not be certified for any course or subject that does not fulfill requirements for his stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

Educational benefits will be discontinued when the veteran or eligible person ceases to make satisfactory progress. According to V.A. regulations, a student will be considered to be making unsatisfactory progress when he accumulates twelve semester hours of unsatisfactory grades or when he is subject to academic dismissal. Failing grades and "D" grades in the major, minor, and courses required for educational certification are considered unsatisfactory.

Benefits may be resumed only after the individual has obtained V.A. counseling and approval.

SCHOLARSHIPS, GRANTS, AND LOANS

Southern Missionary College participates in the federal government sponsored student aid programs described below with other scholarship and loan funds available. Financial aid awards are made only to students who are accepted for admission, who plan to take at least twelve semes-

ter hours of classwork each semester, who demonstrate financial need, and who hold U.S. citizenship or a permanent visa. For complete information and applications write to the Director of Student Finance.

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

According to the 1976 Higher Education Amendments, all financial aid recipients must maintain satisfactory academic progress in order to continue to receive financial aid.

Generally, financial aid recipients will be expected to complete a minimum of twelve hours of academic credit each semester. Exceptions must be approved by the Student Finance Office.

For the purpose of this policy, satisfactory academic progress is defined as maintaining a cumulative, overall, and resident grade point average above the suspension levels as stated in the following schedules:

Semester Hours Attempted	Financial Aid Suspension Level
0-48	1.50
49-64	1.65
65-80	1.75
81-93	1.85
94 up	1.95

A student's financial aid will be suspended if he does not maintain satisfactory academic progress as set forth above.

Also, a student's financial aid will be suspended if it is determined that he is not (1) attending classes, (2) preparing required classwork, or (3) taking required examinations.

If a student whose financial aid has been suspended for any of the above reasons feels that unusual and unavoidable circumstances led to this suspension, he may appeal the suspension to the Loan and Scholarship Committee.

FINANCIAL AID FUND POLICY

Financial aid will be prorated on the same basis as the tuition. Refunds will be made to the appropriate aid funds with loans receiving priority.

GRANTS AND SCHOLARSHIPS

The following grants and scholarships are "gift" aid and need not be repaid:

A. E. Deyo Memorial Scholarships—Each year the faculty of the Division of Nursing selects a graduating senior student to receive this award of \$50. The student who is selected must have given evidence of good

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scholastic standing and Christian character and show promise of making a contribution to the Seventh-day Adventist medical work.

Basic Educational Opportunity Grant—Grants from \$200 to \$1800 per year are available to eligible students. Applications may be obtained from secondary schools or student aid offices of post secondary institutions.

Business Administration Scholarship Fund—A scholarship is made available each year to one student enrolled in Business Administration. Selection will be based on the student's financial need and potential for future leadership in the Adventist business community. Normally the recipient will have completed the freshman year. Contact the Division of Business Office Administration for further information.

Conger Memorial Fund—Established by Mrs. Elmyra Conger Stover in honor of her late husband, J. R. (Jake) Conger, one of the students during the first years on the Collegedale campus. The income from this fund is intended to help worthy students who have decided to be teachers.

Doctor Ambrose L. Suhrie Scholarship for Elementary Teachers—An amount of at least \$350 is available each year to worthy students in training in elementary education.

Dorothy and Harold Moody Scholarship Award—A total grant of \$250 is distributed to one or more history majors with a grade point average of 3.00 or better whose positive citizenship contributes affirmatively to the atmosphere of SMC while showing high potential for future success in service for mankind. Senior history majors receive first consideration, but the award is also open to juniors.

George B. and Olivia Dean Scholarship Fund—This fund was established to assist education majors. Annual scholarship recipients are selected by the Division of Education and Human Sciences.

Grants-in-Aid to Nursing Students—Seventh-day Adventist hospitals in the Southern Union Conference have funds available for Grants-in-Aid to students of Nursing in both the associate degree and the baccalaureate degree programs. Students who receive this aid will agree to enter nursing service for a definite period of time at the hospital from which the funds are received. Nursing students who are interested should contact the hospital administrator of their choice.

Ludington Memorial Fund—A limited number of \$300 scholarships will be awarded each year at graduation time. The awards will be made on the basis of need, ability, and dedication to Seventh-day Adventist objectives.

Nursing Scholarship Program—Limited scholarship funds available for nursing students of academic or creative promise who have exceptional financial need.

O. D. and Anna Ruth McKee Scholarship Fund—Scholarships are available each year to sophomore, junior, and senior students who have a satisfactory academic standing, who are of good character, and who show financial need.

Secondary School Scholarships—Freshman students who are graduates of a Southern Union academy or residents of the Southern Union and whose academic rank in secondary school is within the upper ten percent of their graduating class and who have the recommendation of their faculty may receive a scholarship of \$500 from Southern Missionary College. Recipients must be enrolled for a minimum of twelve semester hours. Contact the Director of Admissions for information.

Sudduth Memorial Fund—In honor of Mr. and Mrs. J. A. Sudduth, this fund has been established by their children: Carl Sudduth, Elmyra S. Stover, Lynne Wiederkehr, Bessie Holcombe, and Wayne Sudduth. The income from this fund is intended to help worthy students who plan to go into teaching.

Summer Camp Scholarships—Students participating in conference-sponsored summer camp programs will receive credit from Southern Missionary College for 33⅓ percent of the net amount receipted to the student's statement from the conference.

Supplemental Educational Opportunity Grant—This program provides assistance to students with exceptional need who would otherwise be unable to obtain a post secondary education. Students must show evidence of academic or creative promise and be capable of maintaining good standing.

Teacher Education Scholarships—As an aid to young people who possess talents and interest in the field of elementary school teaching, scholarships amounting to \$300 for the junior year and \$600 for the senior year each may be made available by the Southern Union and local conferences of Seventh-day Adventists. For further details the student should write to the Educational Secretary of his local conference in the Southern Union. If he resides outside the Southern Union, he should write to the Superintendent of Education, Southern Union Conference, Box 849, Decatur, Georgia.

Tennessee Tuition Grant—Available only to students who are residents of Tennessee. Applications for this program must be submitted by May 15. Grants are available up to \$1,200.

W. B. Calkins Student of the Year Awards—Each year an award of \$150 is made to an outstanding graduating senior student of nursing and a \$50 award is made to an outstanding junior student of nursing. The selection of the recipients is made by the faculty in cooperation with the student body of the Division of Nursing. The selection is based on quality of nursing care rendered, leadership, and citizenship.

Student Financial Information

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William Iles Scholarship Fund—This fund is available to needy students of promise.

NATIONAL MERIT SCHOLARSHIPS

Students who entered the National Merit Scholarship competition by taking the Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) and achieved finalist or semifinalist standing are eligible for an SMC scholarship. Finalists will receive \$1,000 and semifinalists will receive \$600.

Miscellaneous Funds—A limited amount of money in various scholarship and loan funds is available to students of promise who are in financial need. For information write to the Director of Student Finance.

LOANS

The following student loans are available to students with repayment requirements following graduation:

National Direct Student Loan—This long-term educational loan carries a three percent simple interest rate which does not accrue until the repayment period begins nine months after a student ceases to be enrolled at least half time.

Federally Insured Loan—Under this program, a student may borrow from a bank, credit union, savings and loan institution, or an eligible educational institution.

In order to be eligible, a student must be a citizen of the United States or be in the United States for other than a temporary purpose, be accepted for enrollment or enrolled and in good standing, and be carrying at least one-half of the normal full-time class load.

Interest on each loan is seven percent simple interest per year. Interest is paid to the lender by the federal government on behalf of the student while in school and for the first nine months after the borrower ceases to be a half-time student.

During the repayment period, the student must pay seven percent simple interest, which is included in the regular payments.

The amount a student may borrow will be determined by the lender. The maximum loan amount cannot exceed \$2500 per academic year. The maximum allowed for undergraduate study is \$7500.

Alumni Loan Fund—A revolving fund is maintained by the alumni of the College. Allocations are made to working students in the junior or senior year on the basis of proved need, character, leadership potential, and good scholarship. Loans are usually limited to \$100 per student.

Alvin Christensen Memorial Loan Fund—This fund of \$300 has been

made available by Doctor and Mrs. L. N. Christensen for loan purposes to a college junior or senior majoring in biology or related fields who gives evidence of Christian sincerity, industry, satisfactory scholarship, and financial need. The interest rate of three percent becomes effective one year after the borrower is no longer a student at the College, and the principal with interest is due and payable within three years.

Ann Wallack Memorial Loan Fund—A revolving fund of \$100-\$200 is available to assist a baccalaureate or associate degree senior nursing student.

Anton Julius Swenson Loan Fund—\$1,000 a year of a \$15,000 fund plus interest on the remaining balance of the fund is made available each year for financial assistance to worthy students of promise. Please write to Director of Student Finance for further information.

Cartinhour Foundation Scholarship and Loan Fund—This fund is available for worthy students who would not otherwise be able to obtain an education.

D. W. Hunter Scholarship and Loan Fund—This fund is available to theology students only. Please contact the Director of Student Finance.

Educational Fund—Many young people are deprived of the privilege of attending college because of a lack of necessary means. To aid these, an earnest effort has been made to obtain donations for the establishment of an educational fund from which students worthy of help may borrow money for a reasonable length of time. Faithfulness in refunding these loans will make it possible for the same money to assist other students in school. Gifts have been used to help several young men and women complete their work in this College. But the needs of worthy students have been greater than the funds on hand; consequently, it has been impossible in many instances to render the needed assistance. It has therefore been decided to direct the attention of patrons and friends of the school to these facts and to invite them to give such means as they may desire to devote to this purpose. The College will be glad to correspond with any who think favorably of this plan and will continue to use the gifts so that the best results may be obtained.

E. T. Watrous Memorial Loan Fund—Small loans may be granted from this fund to assist students experiencing financial difficulty. The principal loan plus three percent interest will be due and repayable one year after the borrower terminates student status at the College.

Irad C. Levering Loan Fund—This non-interest loan fund was established to assist elementary and secondary education majors during temporary periods of financial crisis.

Joseph Schermerhorn Memorial Loan Fund—Up to \$300 per year is available to students whose objective is to serve humanity in the capacity of a doctor, nurse, minister, or teacher.

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Life Care Scholarship Fund—Several scholarships are available for students majoring in Long Term Health Care Administration. Contact the Division of Business and Office Administration for details.

Lois H. Luce Memorial Loan for Nursing Students—Loans of \$100 available to nursing students after one year at SMC, based on financial need. This loan is to be due, at three percent interest, one year after separation from the College.

Linda Beardsley Stevens Memorial Loan Fund—Up to \$500 per year is available to baccalaureate or associate degree senior nursing students. This is a non-interest bearing loan; however, it is desired that loan recipients will add to the principal to increase the availability of funds to assist other students.

Otto Christensen Fund—A maximum of \$250 per individual for any one year is available to theology students or students studying to be Bible instructors and who are of good character and in financial need. The amount of the loan shall be returned without interest to the fund, if and when the recipient is employed, within a maximum of five years after graduation.

Reile-McAlexander Memorial Loan Fund—Loans may be granted from this fund on the basis of financial need, character, and academic promise. Preference will be given students majoring in nursing. Three percent interest rate becomes effective on the date the borrower terminates studies at the College, and the principal and interest is due and payable one year thereafter.

1969 Alumni Loan Fund—A revolving fund is maintained by the alumni of 1969. Allocations are made to students in the junior or senior year on the basis of proved need, character, leadership potential, and good scholarship. Loans of up to \$300 for a semester are available. The interest rate of three percent becomes effective when the borrower severs student relationship with the College, and the principal with interest is due and payable within one year thereafter.

Dewitt and Josie Bowen Scholarship Fund—Set up for one or two seniors who graduate from Bass Memorial Academy, this scholarship is awarded yearly upon recommendation of a special committee at BMA.

SMC PRINCIPALS AND PRESIDENTS 1892-1962

Principals of the Southern Industrial School

George C. Colcord	1892-1896
W. T. Bland	1896-1898
C. W. Irwin	1898-1900
N. W. Lawrence	1900-1901

Principals of Southern Training School

J. E. Tenney	1901-1908
M. B. Van Kirk	1908-1912
C. L. Stone	1912-1914
L. H. Wood	1914-1915
A. N. Atteberry	1915-1916

Presidents of Southern Junior College

Leo Thiel	1916-1918
L. H. Wood	1918-1922
Leo Thiel	1922-1925
H. H. Hamilton	1925 - Jan. 1927
M. E. Cady	Jan. 1927 - May 1927
H. J. Klooster	1927-1937
J. C. Thompson	1937-1942
D. E. Rebok	1942-1943
K. A. Wright	1943-1945

Presidents of Southern Missionary College

K. A. Wright	1945-1955
T. W. Walters	1955-1958
C. N. Rees	1958-1967
Wilbert Schneider	1967-1971
Frank A. Knittel	1971-

SMC TRUSTEES

H. H. Schmidt, *Chairman*

H. F. Roll, *Vice Chairman*

J. H. Whitehead, *Secretary*

E. A. Anderson

Helen Crawford Burks

B. T. Byrd

T. K. Campbell

Ted Cantrell

H. J. Carubba

A. L. Cason

Desmond Cummings

C. E. Dudley

Clayton Farwell

M. D. Gordon

D. K. Griffith

William Iles

O. R. Johnson

Harold Moody

Ellsworth McKee

E. S. Reile

C. B. Rock

Robert Trimble

L. C. Waller

W. D. Wampler

Don W. Welch

Ross Wollard

R. L. Woodfork

Ben Wygal

Tom Zwemer

HONORARY TRUSTEES

O. D. McKee

B. F. Summerour

EXECUTIVE BOARD

H. H. Schmidt, *Chairman*

Ted Cantrell

D. K. Griffith

Desmond Cummings

Ellsworth McKee

H. F. Roll

J. H. Whitehead

ADVISORY BOARD

Melvin Campbell

Lawrence Hanson

Frank Knittel

Richard Reiner

COLLEGE ADMINISTRATION

PRESIDENT

Frank Knittel, Ph.D. (1967) President

ACADEMIC SERVICES

Lawrence E. Hanson, Ph.D. (1966) Academic Dean

Admissions and Records

Ron Barrow, Ph.D. (1979) .. Director of Admissions and Retention

Mary Elam, M.A. (1965) Director of Records

Library

Charles Davis, M.S.L.S. (1968) . Director of Libraries and Archivist

Peggy Bennett, M.S. (1971) Assistant Librarian

Loranne Grace, M.S. (1970) Assistant Librarian

Marion Linderman, M.S. (1962) Associate Librarian

Marianne Wooley, M.S. in L.S. (1966) Assistant Librarian
(Orlando Campus)

Audio-Visual

Frank DiMemmo, M.S. (1980) Director of Audio-Visual

Word Processing

Evonne Richards, B.S. (1979) Director of Word Processing

BUSINESS SERVICES

Richard Reiner, B.S. (1977) Business Manager

Support Services

Kenneth Spears, M.B.A. (1963) Associate Business Manager

Murlita Grindley (1976) Director Purchasing, Mail and Duplicating

Financial and Accounting Services

Robert Merchant, M.B.A., C.P.A. (1961) Treasurer

Louesa Peters, B.A. (1964) Assistant Treasurer

Laurel Wells (1964) Director of Student Finance

Bruce Stepanske, B.S. (1978) Director of Student Accounts

Commercial Auxiliaries

Fred Ashmore, B.S. (1980) Manager of Village Market

Iwan Lyzanchuk (1973) Manager of Village Market Bakery

College Administration

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Arnold McKamey, B.S. (1975) ... Manager of Collegedale Nursery
Noble Vining, B.A. (1966) Manager of The College Press
Randall White, B.S. (1978) Manager of Campus Shop

Computer Services

John Beckett, B.A. (1974) Director of Computer Services

Service Auxiliaries

Francis Costerisan (1962) Director of Physical Plant
Earl Evans, B.S. (1977) Director of Food Service
C. R. Lacey (1970) Director of Grounds
William McKinney (1974) Head of Motor Pool
Harley Wells (1964) Director of Custodial

WSMC

Don Self, B.A. (1971) General Manager of WSMC
Olson Perry, M.A. (1977) Program Director of WSMC

STUDENT SERVICES

Melvin Campbell, Ph.D. (1968) Dean of Student Affairs

Residence Halls

Reed Christman, M.A. (1979) Associate Dean of Men
Ted Evans, B.A. (1974) Associate Dean of Men
Dorothy Garner (1974) Dean of Women, Orlando
Virginia Gustin, B.S. (1977) Associate Dean of Women
Clifford Myers, Sr. (1968) Director of Security
Millie Runyan (1975) Dean of Women
Everett Schlisner, M.A. (1974) Dean of Men
Frieda Shumate, B.S. (1975) Associate Dean of Women
Dorothy Somers, B.A. (1972) Assistant Dean of Women

Counseling

K. R. Davis, M.A. (1970) Director of Counseling and Testing
Rhea Rolfe, M.A. (1972) Counselor

Health Service

Eleanor Hanson, R.N. (1966) Director of Health Service
Waldemar Kutzner, M.D. (1974) College Physician

PUBLIC RELATIONS AND DEVELOPMENT

Charles Fleming, M.B.A. (1946) Development
William Taylor, M.A. (1958) Director of Public Relations
and Development

RECRUITMENT

Ronald Barrow, Ph.D. (1979) Director of Recruitment
Hilda Fern Remley, B.A. (1975) Field Representative

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COLLEGE PASTORS

..... Youth Pastor
James Herman, B.A. (1976) College Chaplain
Rolland Ruf, B.A. (1969) Associate College Pastor
Jere Webb, M.Div. (1977) College Pastor

FACULTY DIRECTORY

EMERITI

- Dorothy Evans Ackerman, M.Music, *Associate Professor Emeritus of Music*
B.A., Atlantic Union College; M.Mus., University of Chattanooga.
- Theresa Rose Brickman, M.Ed., *Associate Professor Emeritus of Secretarial Science*
B.A., Union College; M.Ed., University of Oklahoma.
- John Christensen, Ph.D., *Professor Emeritus of Chemistry*
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan State University.
- Olivia Brickman Dean, M.Ed., *Associate Professor Emeritus of Education*
B.A., Union College; M.Ed., University of Oklahoma.
- Charles Fleming, Jr., M.B.A., *Business Manager Emeritus*
B.A., Emmanuel Missionary College; M.B.A., Northwestern University.
- K. M. Kennedy, Ed.D., *Professor Emeritus of Education*
B.A., Valparaiso University; M.Ed., University of Chattanooga; Ed.D., University of Tennessee.
- Evelyn Lindberg, M.A., *Associate Professor Emeritus of English*
B.A., Willamette University; M.A., Texas Christian University.

INSTRUCTIONAL FACULTY

- *Ruth Abbott, M.S.N., *Assistant Professor of Nursing*
B.S., Wayne State University; M.S.N., University of Alabama. (1978)
- Karen W. Anderson, M.S., *Assistant Professor of Nursing*
B.S., Andrews University; M.S., Ohio State University. (1976)
- Robert Anderson, M.M., *Assistant Professor of Music*
B.S., Union College; M.M., Andrews University. (1979)
- Frances Andrews, M.A., *Associate Professor of Journalism and English*
B.A., Southern Missionary College; M.A., George Peabody College for Teachers. (1975)

Dates in parentheses indicate the beginning year of employment at Southern Missionary College.

* Study leave

- J. Bruce Ashton, D.M.A., *Professor of Music*
B.Mus., Capital University; M.Mus., American Conservatory of Music, D.M.A., University of Cincinnati. (1968)
- Rudolf Aussner, Ph.D., *Professor of Modern Languages*
B.Th., Canadian Union College; M.A., Andrews University; M.A., University of Notre Dame; Ph.D., Vanderbilt University. (1964)
- Wiley Austin, M.S., *Associate Professor of Chemistry*
B.S., Pacific Union College; M.S., Stanford University. (1977)
- Sue Baker, M.A., *Associate Professor of English*
B.A., Columbia Union College; M.A., Pacific Union College. (1971)
- Colleen Barrow, B.S., *Instructor of Nursing*
B.S., Columbia Union College. (1976)
- Wayne Bechthold, B.S., *Instructor of Nursing*
B.S., Walla Walla College. (1976)
- Douglas Bennett, Ph.D., *Professor of Religion*
B.A., Southern Missionary College; M.A., Andrews University; B.D., Andrews University; Ph.D., Bowling Green State University. (1961)
- Peggy Bennett, M.S., *Assistant Professor of Library Science*
B.S., Southern Missionary College; M.S., Florida State University. (1971)
- Ruby Birch, M.S.N., *Assistant Professor of Nursing*
B.S., Madison College; B.A., Union College; M.S., Vanderbilt University. (1975)
- Brita Blomquist, M.S.N., *Assistant Professor of Nursing*
B.S., Andrews University; M.S.N., Loyola University. (1979)
- Darlene Boyle, B.S., *Instructor of Nursing*
B.S., Southern Missionary College. (1979)
- Phillip Brooks, M.B.A., *Instructor of Business Administration*
B.S., Southern Missionary College; M.B.A., Middle Tennessee State University. (1979)
- M. D. Campbell, Ph.D., *Professor of Chemistry*
B.A., Union College; Ph.D., Purdue University. (1968)
- Ronald Carter, Ph.D., *Assistant Professor of Biology*
B.S., Columbia Union College; M.Div., Andrews University; Ph.D., Loma Linda University. (1980)
- Malcolm Childers, M.A., *Assistant Professor of Art and Communication*
B.A., Humboldt State University; M.A., Fullerton State University. (1974)

Faculty Directory

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- Ann Clark, M.A.T., *Assistant Professor of English*
B.A., Southern Missionary College; M.A.T., University of Chattanooga. (1965)
- Jerome Clark, Ph.D., *Supervisor, Lincoln Room, McKee Library*
B.Th., Atlantic Union College; M.Ed., University of Maryland; M.A., SDA Theological Seminary; Ph.D., University of Southern California. (1959)
- Gerald Colvin, Ed.D., *Professor of Education and Psychology*
B.A., Union College; M.Ed., University of Arkansas; Ed.D., University of Arkansas. (1972)
- Joyce Cotham, M.B.Ed., *Assistant Professor of Office Administration*
B.S., Southern Missionary College; M.B.Ed., Middle Tennessee State University. (1971)
- Thelma Cushman, M.A., *Associate Professor of Home Economics*
B.A., Pacific Union College; M.A., Pacific Union College; M.A., Michigan State University. (1957)
- Lenna Lee Davidson, M.P.H., *Assistant Professor of Nursing*
B.S., Union College; M.P.H., Loma Linda University. (1968)
- W. Bradford Davis, M.S., *Assistant Professor of Psychology*
B.F.A., Los Angeles Art Center College of Design; M.A., Hollins College. (1980)
- Charles Davis, M.S.L.S., *Librarian and Archivist*
B.A., Union College; M.A., Kansas State University; M.S.L.S., University of Southern California. (1968)
- Kenneth R. Davis, M.A., *Assistant Professor of Religion*
B.A., Emmanuel Missionary College; M.A., Andrews University; M.A., Boston University. (1970)
- Don Dick, Ph.D., *Professor of Communication*
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan State University. (1968)
- Roy Dingle, A.S., *Instructor of Family Sciences*
A.S., Southern Missionary College. (1974)
- C. Garland Dulan, Ph.D., *Associate Professor of Sociology*
B.S., Union College; M.A., University of California; Ph.D., University of California. (1975)
- John Durichek, M.A., *Associate Professor of Industrial Education*
B.S., Southern Missionary College; M.S., George Peabody College for Teachers. (1969)
- Robert Garren, M.F.A., *Associate Professor of Art*
B.S., Atlantic Union College; M.F.A., Rochester Institute of Technology. (1968)

- *Betty Garver, B.S., *Instructor of Nursing*
B.S., Union College. (1977)
- Philip G. Garver, M.S., *Assistant Professor of Physical Education*
B.S., Southern Missionary College; M.S., Eastern Michigan University. (1976)
- Paul Gebert, Ph.D., *Associate Professor of Chemistry*
B.S., Southern Missionary College; Ph.D., University of Florida. (1974)
- Bruce Gerhart, M.A., *Associate Professor of English*
B.A., Southern Missionary College; M.A., University of Tennessee. (1965)
- Dorothy Giacamoizzi, M.S., *Associate Professor of Nursing*
B.S., Union College; M.S., University of Colorado. (1979)
- Ellen Gilbert, M.S., *Associate Professor of Nursing*
B.S., Loma Linda University; M.S., State College of Arkansas. (1967)
- Orlo Gilbert, M.Mus. Ed., *Associate Professor of Music*
B.M.E., La Sierra College; M.Mus.Ed., Madison State Teachers College. (1967)
- Jerry Gladson, Ph.D., *Associate Professor of Religion*
B.A., Southern Missionary College; M.A., Vanderbilt University; Ph.D., Vanderbilt University. (1972)
- Judith Glass, M.Mus., *Assistant Professor of Music*
B.Mus., University of Texas at Austin; M.Mus., University of Texas at Austin. (1975)
- Loranne Grace, M.L.S., *Assistant Professor of Library Science*
B.S., Walla Walla College; M.L.S., University of Washington. (1970)
- Lorenzo Grant, D.Min., *Associate Professor of Religion*
B.A., Columbia Union College; M.A., Howard University; D.Min., Howard University. (1976)
- Floyd Greenleaf, Ph.D., *Professor of History*
B.A., Southern Missionary College; M.A., George Peabody College for Teachers; Ph.D., University of Tennessee. (1966)
- Edgar O. Grundset, M.A., *Associate Professor of Biology*
B.A., Emmanuel Missionary College; M.A., Walla Walla College. (1957)
- Leona Gulley, M.H.Sc., *Assistant Professor of Nursing*
B.S., Columbia Union College; M.A., Philippine Union College Seminary, M.H.Sc., Philippine Union College. (1978)

*Study Leave.

Faculty Directory

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Norman Gulley, Ph.D., *Professor of Religion*

Diploma in Theology, Newbold College; B.S., Southern Missionary College; M.A., Andrews University; B.D., Andrews University; Ph.D., Edinburgh University. (1978)

Lawrence E. Hanson, Ph.D., *Professor of Mathematics*

B.A., California State University; M.A., University of California; Ph.D., Florida State University. (1966)

Ray Hefferlin, Ph.D., *Professor of Physics*

B.A., Pacific Union College; Ph.D., California Institute of Technology. (1955)

Frank Holbrook, M.Th., *Professor of Religion*

B.A., Washington Missionary College; M.A., B.D., and M.Th., Andrews University. (1964)

† Gordon Hare, Ph.D., *Professor of Mathematics*

Dorothy Hooper, M.S., *Assistant Professor of Nursing*

B.S., Southern Missionary College; M.S., Loma Linda University. (1975)

Duane F. Houck, Ph.D., *Associate Professor of Biology*

B.A., Emmanuel Missionary College; M.A., University of North Carolina; Ph.D., Iowa State University. (1973)

Lorella Howard, M.S., *Assistant Professor of Nursing*

B.S., Southern Missionary College; M.S., Vanderbilt University. (1970)

Shirley Howard, B.S., *Instructor of Nursing*

B.S., Walla Walla College. (1974)

Francis Hummer, *Instructor of Industrial Education* (1979)

* Bonnie Hunt, B.S., *Instructor of Nursing*

B.S., Loma Linda University. (1977)

Wayne Janzen, Ed.D. *Professor of Industrial Arts*

B.S., Andrews University; M.A., Western Michigan University; Ed.D., Texas A. & M. (1967)

Steven Jaecks, B.A., *Instructor in Physical Education*

B.A., Loma Linda University. (1980)

Carla Kamieneski, Ed.D., *Associate Professor of Physical Education*

B.S., La Sierra College; M.Ed., Boston University; Ed.D., Brigham Young University. (1979)

* Study Leave.

† Exchange Faculty Program.

Robert Kamieneski, Ed.D., Associate Professor of Physical Education
B.S., La Sierra College; M.Ed., Boston University; Ed.D., Brigham
Young University. (1979)

Catherine Knarr, B.S., Instructor of Nursing
B.S., Columbia Union College. (1974)

Frank A. Knittel, Ph.D., Professor of English
B.A., Union College; M.A., University of Colorado; Ph.D., Univer-
sity of Colorado. (1967)

Helen D. Knittel, M.A., Assistant Professor of English
B.S., Emmanuel Missionary College; M.A., Andrews University.
(1980)

Marie E. Krall, B.S., Instructor of Nursing
B.S., Columbia Union College. (1973)

Henry Kuhlman, Ph.D., Associate Professor of Physics
B.A., Emmanuel Missionary College; M.A., Western Michigan Uni-
versity; Ph.D., Purdue University. (1968)

Charles Lacey, Instructor of Agriculture
(1970).

Edward L. Lamb, M.S.S.W., A.C.S.W., Associate Professor of
Social Work and Family Studies
B.S., Union College; M.S.S.W., University of Tennessee. (1972)

Katie A. Lamb, B.S., Instructor of Nursing
B.S., Union College. (1973)

Paul Lange, M.S., Assistant Professor of Nursing
B.S., Andrews University; M.S., Vanderbilt University. (1976)

Jerry M. Lien, Ph.D., Professor of Speech Communication
B.A., Union College; M.A., S.D.A. Theological Seminary; Ph.D.,
University of Southern California. (1973)

Marion Linderman, M.S.L.S., Associate Professor of Library Science
B.A., Southeastern Louisiana College; M.S. in L.S., Louisiana State
University. (1962)

*Ina Longway, M.S., Associate Professor of Nursing
B.S., California State University; M.S., Loma Linda University.
(1975)

Merritt MacLafferty, M.A., Assistant Professor of Mathematics
(1980).

Ben McArthur, Ph.D., Assistant Professor of History
B.A., Andrews University; M.A., University of Chicago; Ph.D., Uni-
versity of Chicago. (1979)

* Study Leave.

Faculty Directory

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- Caroline Thatcher McArthur, M.S., *Assistant Professor of Nursing*
B.S., University of Mississippi; M.S., Emory University. (1979)
- Wilma McClarty, Ed.D., *Professor of English*
B.A., Andrews University; M.A., Andrews University; Ed.D.,
University of Montana. (1972)
- Robert W. Merchant, M.B.A., C.P.A., *Assistant Professor of Business
Administration*
B.A., Emmanuel Missionary College; M.B.A., University of Arkan-
sas. (1961)
- Marilyn Montgomery, M.S., *Assistant Professor of Nursing*
B.S., Columbia Union College; M.S., Loma Linda University. (1976)
- Donald Moon, Ph.D., *Associate Professor of Physical Education*
B.A., Andrews University; M.A., San Diego State College; Ph.D.,
Florida State University. (1972)
- Robert Moore, M.S., *Instructor of Mathematics*
B.S., Southern Missionary College; M.S., University of North
Carolina. (1979)
- Robert R. Morrison, Ph.D., *Professor of Modern Languages*
B.A., George Washington University; M.A., Middlebury College;
Ph.D., University of Florida. (1967)
- Cliff Myers, Sr., *Instructor of Industrial Education*
(1968)
- Helmut K. Ott, M.A., *Associate Professor of Religion*
B.A., Loma Linda College of Arts and Sciences; M.A., Inter-
American University; M.A., Andrews University. (1975)
- Larry Otto, M.A., *Assistant Professor of Music*
B.S., Union College; M.A., University of Missouri. (1979)
- Gerald Owens, M.S., *Instructor of Computer Science*
B.S., Loma Linda University; M.S. (2), University of Arizona. (1978)
- William D. Pearson, Ph.D., *Professor of Education*
B.A., Walla Walla College; M.A., Walla Walla College; Ph.D., United
States International University. (1978)
- Christene Perkins, M.N., *Associate Professor of Nursing*
B.S., Southern Missionary College; M.N., Emory University. (1970)
- Olson Perry, M.A., *Instructor of Communication*
B.A., City College of New York; M.A., Andrews University. (1977)
- Desmond Rice, Ed.D., *Associate Professor of Education*
B.A., Avondale College; M.A., San Francisco State University;
Ed.D., University of Southern California. (1979)

- Hazel Rice, Ed.S., Associate Professor of Nursing
B.S., Columbia Union College; M.S., University of Colorado; Ed.S., University of Colorado. (1978)
- E. William Richards, Jr., Ph.D., C.P.A., Associate Professor of Business Administration
B.S., Southern Missionary College; Ph.D., Michigan State University. (1977)
- ** Arthur Richert, Ph.D., Associate Professor of Mathematics
B.A., Southern Missionary College; M.A. and Ph.D., University of Texas. (1971)
- Krista Riffel, M.S., Assistant Professor of Nursing
B.S., Southern Missionary College; M.S., Loma Linda University. (1976)
- Charlene Robertson, B.S., Instructor of Nursing
B.S., Southern Missionary College. (1977)
- Marvin L. Robertson, Ph.D., Professor of Music
B.Mus., Walla Walla College; M.A., University of Northern Colorado; Ph.D., Florida State University. (1966)
- Cyril E. Roe, Ed.D., Associate Professor of Education
B.A., Pacific Union College; M.A., Pacific Union College; Ed.D., University of the Pacific. (1976)
- Cecil Rolfe, Ph.D., Professor of Business Administration
B.A., Columbia Union College; M.B.A., University of Maryland; Ph.D., University of Maryland. (1964)
- Daniel Rozell, M.A., Assistant Professor of Business Administration
B.S., Southern Missionary College; M.A., Central Michigan University. (1978)
- Barbara Ruf, Ph.D., Associate Professor of English
B.A., Atlantic Union College; M.A., Boston University; Ph.D., University of Tennessee. (1969)
- Don Runyan, M.M.E., Associate Professor of Music
B.M.E., Union College; M.M.E., University of Indiana. (1968)
- Robert Sage, D.M.A., Assistant Professor of Music
B.A., Loma Linda University College of Arts and Sciences; M.Mus., University of Southern California; D.M.A., University of Southern California. (1976)

** Leave of Absence.

Faculty Directory

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- Everett Schlisner, M.A., Assistant Professor of Education
B.S., Union College; M.A., Andrews University. (1974)
- Don Self, B.A., Instructor of Communication
B.A., Southern Missionary College. (1971)
- Christine Shultz, M.A., Associate Professor of Nursing
B.S., Walla Walla College; M.A., Walla Walla College. (1966)
- Jean Springett, M.S., Assistant Professor of Nursing
B.S., Columbia Union College; M.S., University of Maryland. (1978)
- Ronald Springett, B.D., Associate Professor of Religion
B.A., Columbia Union College; M.A. and B.D., Andrews University.
(1969)
- Steve Sowder, B.S., Instructor in Computer Science
(1979)
- Donna Spurlock, M.N., Assistant Professor of Nursing
B.S., Southern Missionary College; M.N., University of Florida.
(1973)
- David Steen, Ph.D., Associate Professor of Biology
B.A., Southern Missionary College; M.A., Loma Linda University;
Ph.D., Loma Linda University. (1974)
- Jeanette Stepanke, M.A., Assistant Professor of Education
B.S., Andrews University; M.A., Ohio State University. (1979)
- Elvie Swinson, M.S., Associate Professor of Nursing
B.S.N.E., Columbia Union College; M.S., Loma Linda University.
(1973)
- William H. Taylor, M.A., Associate Professor of Journalism
B.A., Union College; M.A., University of Nebraska. (1958)
- Susan TeHennepe, M.A., Assistant Professor of Home Economics
and Family Studies
B.S., Southern Missionary College; M.A., Michigan State University.
(1974)
- Mitchell Thiel, Ph.D., Professor of Chemistry
B.A., Union College; M.S., University of Maryland; Ph.D., University
of Maryland. (1966)
- Nancy Thiel, B.S., Instructor of Nursing
B.S., Columbia Union College. (1978)
- Carol Thomas, M.P.H., Instructor of Nursing
B.S., Loma Linda University; M.P.H., Loma Linda University. (1975)
- Myra Thompson, M.S., Instructor of Nursing
B.S., Walla Walla College; M.S., Loma Linda University. (1979)

- Drew Turlington, M.S., Associate Professor of Industrial Arts
B.S., Southern Missionary College; M.S., University of Tennessee.
(1960)
- David C. Turner, M.Ed., Assistant Professor of Industrial Education
B.A., Andrews University; M.Ed., Fitchburg State College. (1979)
- Wayne E. VandeVere, Ph.D., C.P.A., Professor of Business Administration
B.A., Andrews University; M.B.A., University of Michigan; Ph.D.,
Michigan State University. (1956)
- Paula Wade, B.S., Instructor of Nursing
B.S., Southern Missionary College. (1979)
- Erma Webb, M.S., Assistant Professor of Nursing
B.S., Union College; M.S., Loma Linda University. (1976)
- Martha Weeks, M.S., Assistant Professor of Nursing
B.S., Mississippi University for Women; M.S., Mississippi University
for Women. (1977)
- Alice Calkins Williams, Ph.D., Assistant Professor of Home Economics
B.A., Andrews University; M.S., Loma Linda University; Ph.D.,
University of Tennessee at Knoxville. (1974)
- Rose Williams, M.P.H., Assistant Professor of Nursing
B.S., Atlantic Union College; M.Ed., University of Hartford; M.P.H.,
Loma Linda University. (1979)
- Judy Winters, M.S., Assistant Professor of Nursing
B.S., Southern Missionary College; M.S., Emory University. (1979)
- William Wohlers, Ph.D., Associate Professor of History
B.A., Walla Walla College; M.A., Andrews University; Ph.D., Uni-
versity of Nebraska. (1973)
- Marianne Wooley, M.S.L.S., Assistant Professor of Library Science
B.S., Andrews University; M.S.L.S., University of Southern Califor-
nia. (1966)
- Edwin Zackrison, B.D., Associate Professor of Religion
B.A., Loma Linda University College of Arts and Sciences; M.A.,
Andrews University; B.D., Andrews University. (1972)
- Jolene Zackrison, M.A.T., Instructor of Office Administration
B.S., Southern Missionary College; M.A.T., Andrews University.
(1979)
- Steven Zimmerman, Ph.D., Assistant Professor of Behavioral Science
B.A., Columbia Union College; M.A., Towson State College; Ph.D.,
St. Louis University. (1977)

Faculty Directory

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- Tina Zimmerman, M.S., *Assistant Professor of Nursing*
B.S., Columbia Union College; M.S., St. Louis University. (1979)
- Charles Zuill, M.A., *Associate Professor of Art*
B.A., Atlantic Union College; M.F.A., Rochester Institute of Technology. (1977)

SUPERVISORY INSTRUCTORS IN SECONDARY EDUCATION

- Dean Maddock, M.A., *Principal*
B.A., Southern Missionary College; M.A., Andrews University. (1979)
- Roy Battle, M.A., *Guidance and Counseling and Industrial Arts*
B.A., Southern Missionary College; M.A., Andrews University. (1964)
- Don Crook, M.S., *Religion*
B.A., Southern Missionary College; M.S., University of Tennessee. (1958)
- Sylvia Crook, M.A., *Languages*
B.A., Southern Missionary College; M.A., Vanderbilt University. (1968)
- Robert Davidson, M.A., *Mathematics and Science*
B.A., Tulsa University; M.A., Kansas State University. (1968)
- Joyce Dick, M.A., *English and Journalism*
B.A., Union College; M.A., California State University at Northridge. (1970)
- David Knecht, M.A., *English and Speech*
B.A., Andrews University; M.A., Loma Linda University. (1972)
- Percilla McDougal, *Drivers Education*
- Alvin Morford, M.S., *Chemistry, Physics, Mathematics*
B.S., Union College; M.S., Arizona State University. (1979)
- Deborah Morgan, M.A., *Physical Education*
B.S., Andrews University; M.A., George Williams College. (1976)
- Patricia Morrison, M.S.L.S., *Librarian*
B.A., East Carolina University; M.A., Vanderbilt University. (1970)
- Robert Peeke, M.A., *Religion*
B.A., Southern Missionary College; M.A., Andrews University. (1977)
- Charles Read, M.S., *Business Education*
B.S., Union College; M.S., Indiana University. (1969)

- Charles Robertson, M.A., *Mathematics and Biology*
B.S., Andrews University; M.A., University of New Mexico. (1969)
- Jean Robertson, B.A., *Home Economics*
B.A., Colorado State College. (1974)
- Kermise Rowe, M.A., *Vice Principal and Health*
B.A., Andrews University; M.A., Walla Walla College. (1976)
- Orville Shupe, M.Mus.Ed., *Choral and Voice*
B.Mus.Ed., Northeast Missouri State Teachers College; M.Mus.Ed.,
University of Nebraska. (1978)
- Charles Swinson, M.A., *History*
B.S., University of Tampa; M.A., Johns Hopkins University. (1970)
- Velma Woodruff, B.A., *Piano and Organ*
B.A., Union College. (1976)

SUPERVISORY INSTRUCTORS IN ELEMENTARY EDUCATION

- Howard Kennedy, M.A., *Principal*
B.S., Southern Missionary College; M.A., George Peabody College
for Teachers. (1969)
- Weston Babbitt, M.A.
B.S., Columbia Union College; M.A., Andrews University. (1972)
- Mary Burke, B.S.
B.S., Southern Missionary College. (1969)
- Robbie Burke, B.A.
B.A., Southern Missionary College. (1968)
- Richard Christoph, M.Ed.
B.A., Emmanuel Missionary College; M.Ed., University of Chat-
tanooga. (1961)
- Calvin Fox, M.A.
B.A., Andrews University; M.A., Loma Linda University. (1974)
- Frances Fox, B.A.
B.A., Andrews University. (1974)
- June Gorman, M.A.
B.S., La Sierra College; M.A., La Sierra College. (1970)
- Margaret Halverson, M.A.
B.S., Southern Missionary College; M.A., University of Tennessee.
(1971)
- Elaine Robinson, B.S.
B.S., Southern Missionary College. (1972)

Faculty Directory

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- Marvina Robinson, M.A.
B.A., Pacific Union College; M.A., Pacific Union College. (1979)
- Ben Roy, B.S.
B.S., Loma Linda University. (1978)
- Joanne Rozell, B.S.
B.S., Southern Missionary College. (1979)
- Thyra Sloan, M.A.
B.A., Columbia Union College; M.A., George Peabody College for Teachers. (1966)
- Barbara Stanaway, M.A.
B.S., Southern Missionary College; M.A., University of Tennessee. (1972)
- Carl Swafford, M.A.
B.S., Southern Missionary College; M.A., University of Tennessee. (1977)
- Dianne Tennant, M.Ed.
B.S., Southern Missionary College; M.Ed., Western Kentucky State Teachers College. (1969)
- Merlin Wittenberg, M.A.
B.S., Southern Missionary College; M.A., University of Arkansas. (1977)

DIVISION OF NURSING ADJUNCT FACULTY

- LaVeta Graves, B.S.
Madison College. (1978)
- Brucie Huffman, R.N.
Diploma, Charity Hospital School of Nursing. (1978)
- Mary Lou Jones, R.N.
Diploma, Washington Hospital Center, School of Nursing. (1978)
- Bertha Kingsbury, R.N.
Diploma, Southern Missionary College. (1978)
- Vilma Raettig, M.S.
Loma Linda University. (1978)
- Joan Salmons, R.N.
Diploma, Florida Sanitarium and Hospital. (1978)
- Carol Stastny, B.S.
Florida State University. (1978)

FACULTY COMMITTEES

The decision of any committee may be appealed to the college president.

ADMINISTRATIVE COUNCIL: Frank Knittel, Ron Barrow, Melvin Campbell, Lawrence Hanson, Robert Merchant, Richard Reiner, Kenneth Spears, W. H. Taylor.

RANK AND TENURE: Floyd Greenleaf, Gerald Colvin, Lawrence Hanson, Ed Lamb, Christene Perkins, Cecil Rolfe.

FACULTY SENATE: Frank Knittel, John Beckett, Peggy Bennett, Melvin Campbell, Gerald Colvin, Jeanne Davis (Recording Secretary), K. R. Davis, Don Dick, Earl Evans, Phil Garver, Ellen Gilbert, Lorenzo Grant, Lawrence Hanson, Wayne Janzen, Ed Lamb, Ben McArthur, Robert Moore, Richard Reiner, Bill Richards, Marvin Robertson, Cecil Rolfe, Millie Runyan, Ken Spears, Jeanette Stepanske, Mitchell Thiel, Laurel Wells, Ed Zackrisson, Jolene Zackrisson, Tina Zimmerman, and two students.

SENATE EXECUTIVE COMMITTEE: Frank Knittel, Melvin Campbell, Gerald Colvin, Lawrence Hanson, Richard Reiner, Marvin Robertson, Ed Zackrisson, and Jolene Zackrisson (secretary).

ACADEMIC AFFAIRS: Lawrence Hanson, Division Chairmen, Ron Barrow, Mary Elam, two additional members from Division of Arts and Letters, and one additional member from Division of Education and Human Sciences.

Absence Subcommittee: Ted Evans, Ron Barrow, Sue Baker, Virginia Gustin, Becky Rolfe, Alice Williams.

General Education Subcommittee: Wayne VandeVere, Floyd Greenleaf, Lawrence Hanson, Ed Lamb, Christine Shultz.

Library Subcommittee: Robert Morrison, Wiley Austin, Sue Baker, Charles Davis, Jerry Gladson, Duane Houck, Jerry Lien, Marion Linderman, Robert Sage.

Teacher Education Council Subcommittee: Gerald Colvin, Joyce Cotham, Thelma Cushman, Mary Elam, Floyd Greenleaf, Lawrence Hanson, Wayne Janzen, Wilma McClarty, Robert Morrison, Helmut Ott, William Pearson, Desmond Rice, Marvin Robertson, Cyril Roe, Jeanette Stepanske, and Charles Zuill.

BUDGET COMMITTEE: Richard Reiner, Melvin Campbell (consultant), Gerald Colvin, Lenna Lee Davidson, Lawrence Hanson (consultant), Frank Knittel (consultant), Henry Kuhlman, Robert Merchant, Robert Morrison, Dan Rozell.

FACULTY AFFAIRS COMMITTEE: Ellen Gilbert, Virginia Gustin, Wayne Janzen, Dan Rozell, Barbara Ruf, Ron Springett, Sue TeHennepe.

Social Activities (faculty) Subcommittee: Jeanne Davis, Earl Evans, Bonnie Hunt, Mary Lou Rowe, and Jeanette Stepanske.

Faculty Committees

226

STUDENT AFFAIRS COMMITTEE: Melvin Campbell, Earl Evans, Edgar Grundset, James Herman, Robert Merchant, Millie Runyan, Everett Schlisner, Alice C. Williams.

Artist-Adventure Subcommittee: Robert Sage, Robert Garren, Lorenzo Grant, Ben McArthur, Bill Richards, David Turner, Jolene Zackrison.

General Recreation Subcommittee: Alice C. Williams, Melvin Campbell, Steve Jaecks, Ed Lamb, Millie Runyan, Everett Schlisner.

Loans and Scholarships Subcommittee: Laurel Wells, Ron Barrow, K. R. Davis, Garland Dulan, Orlo Gilbert, Millie Runyan, Everett Schlisner, Elvie Swinson.

Programs Subcommittee: Edgar Grundset, Robert Anderson, Carla Kamieneske, Callie T. McArthur, Robert Moore.

Films Subcommittee: Robert Merchant, Reed Christman, Ben McArthur, Louesa Peters, Bruce Stepanske.

Student Personnel Subcommittee: Melvin Campbell, Reed Christman, K. R. Davis, Ted Evans, Eleanor Hanson, James Herman, C. O. Myers, Becky Rolfe, Millie Runyan, Everett Schlisner, Frieda Shumate, Dorothy Somers.

Religious Activities Coordinating Subcommittee: James Herman, Alice Williams, Garland Dulan, Norman Gulley.

STUDENT MISSIONS COORDINATING COMMITTEE: Dean of Students, chairperson of Student Missions Committee.

Student Missions Subcommittee: James Herman, Cyril Roe, Leona Gulley, three students.

The following *ad hoc* committees function under the supervision of the Dean of Students: Ministerial Recommendations; Medical Student Recommendations. The decision of any committee may be appealed to the college president.

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